



View xForm - Research Review Board (RRB) Submission

New RRB Submission

Data Entry

- Submitted 07/24/2024 1:23 AM ET by Carrethers, Loreal

Submission Type

RRB Number	2024-1973
Study Title	Principal Support and its Impact on K-8 Teacher Attrition: A Qualitative Descriptive Case Study
Event Type	New Submission defined 07/24/2024
Schools Participating	No answer provided.

SUBMISSION TYPE INSTRUCTIONS AND OPTIONS

"New Submission" - if this is a brand new RRB proposal OR you need to make requested revisions to an RRB submission that is NOT yet approved.

"Entry of RRB project that was previously-approved outside of IRBManager" - if you would like to enter a project into IRBManager that was reviewed and approved outside of IRBManager (i.e. before IRBManager was implemented at CPS). For this selection, there must be no changes in your study protocol from when your study was previously approved.

"Modification/Continuing Review of RRB Project Previously approved outside of IRBManager" - if you would like submit a modification for a study that was **approved outside of IRBManager (i.e. before IRBManager was implemented at CPS).**

Type of Submission

New Submission

Pertinent CPS Documentation

Submitter

Carrethers, Loreal

Email: LSCarrethers@cps.edu

Phone:

Overview of Pertinent CPS Documentation

The RRB is composed of members representing various Central Office academic departments as well as the Law Department. The RRB meets quarterly to evaluate new proposals to conduct research. The RRB calendar and deadlines for submissions can be found on the CPS Research Website here. Decisions resulting from the research review process will be communicated to the applicant of the request as well as appropriate CPS staff in accordance with the estimated timelines outlined in the respective RRB calendar. External researchers may not begin any research activities or obtain data for research purposes without first following the procedures outlined in this policy and securing the necessary approvals.

We expect all researchers to be familiar with the guidelines and policies guiding research within the district. Please verify that you have read and acknowledged the following:

External Research Study and Data Policy

✓ I have read and understood the External Research Study and Data Policy

CPS RRB Guidelines

✓ I have read and understood the CPS RRB Guidelines

CPS Equity Framework

✓ I have read and understood the CPS Equity Framework

CPS Vision

✓ I have read and understood the CPS Vision

CPS Volunteer Policy

✓ I have read and understood the CPS Volunteer Policy, including background check requirements

Study Personnel Details

Study Title

Principal Support and its Impact on K-8 Teacher Attrition: A Qualitative Descriptive Case Study

Does your organization participate in a Research Practice Partnership (RPP) with Chicago Public Schools?

No

Primary Study Organization/University

American College of Education

Principal Investigator

Carrethers, Loreal

Expirations:

**Background
Check
Level:**

PI Organization

Chicago Public School

If the form indicates "not found" when you add the Principal Investigator, please use the link below to add the contact to the IRBManager system.

User had the option to start a different form here.

Are there any other study contacts?

No

If the person completing this form is not the Principal Investigator, it is suggested that the submitter be entered as a contact.

Is the Principal Investigator a Student?

Yes

Degree

Graduate - Doctoral

University

American College of Education

College/Dept.

School of Education

Advisor Name/Title

Connie Lorthridge

Advisor Email

Connie.lorthridge@ace.edu

Is the researcher a CPS Staff Member?

Yes

CPS Affiliation

Teacher

Are you a CPS employee? If so, please select from one of the following.

Funding and Intervention Information

Is this project contracted by the CPS Board of Education?

No

Is a funding source associated with the proposed research?

No

Select the option that applies to your study

My study will be occurring District-wide

Will this research require any in-person interaction or intervention activities?

No

Will this research require any virtual interaction or intervention activities (Google Meets, Zoom, etc.)?

Yes

Please note that Zoom is not approved for use with CPS Students. Any virtual activities will need to be conducted via Google Meets and safe@cps.edu must be invited to Google Meet. Please adjust virtual methods accordingly. For more information on permitted interactions with students and staff, please visit <https://www.cps.edu/about/policies/acceptable-use-policy/external-volunteers/>.

Please review CPS's Acceptable Use of Technology Guidance (AUP)



Questions about eligibility or appropriate use of communication channels should be directed to the school principal or CPS External Research department. Only CPS-approved communication channels may be used.

Please be aware that virtual interviews involving students may only be conducted via Google Meets. A CPS Staff member must be present for the entire duration of the interview. For more information on CPS' Acceptable Use of Technology policies, please visit <https://www.cps.edu/about/policies/acceptable-use-policy/external-volunteers/>

Please check all of the following that apply to your research protocol:

Interviews

Please outline your protocol for individual interview activities, describing when, where, duration, frequency, and with whom.

The interview portion of the research study will require 30-45 minutes to complete. The interview will be conducted virtually through Meets, at a convenient time for the participants. Participants are selected based on meeting the criteria of being K-8 teachers with 1-5 years of teaching experience who have considered leaving the profession.

Does this involve video, audio, or photograph recording?

Yes

Please describe the protocol for audio/video recording

Interviews will be recorded and transcribed using the Google Meets platform. Transcriptions from the interviews will be used in the data collection process.

Please describe how data will be captured and stored securely

Before starting the virtual interview, the transcription option will be selected so there is a written recording of the meeting. The transcriptions will be downloaded from the Google Meets platform and then converted to a Word document. Each interview will be saved as a separate file under the participant's pseudonym to ensure confidentiality. All documents will be stored on a flash drive, in a locked cabinet, accessible only to the researcher.

Please attach all study materials corresponding to interview procedures (i.e., consent forms, protocol, recruitment and incentive plans)

Informed Consent.docx Consent Forms
Interview Protocol.docx Interview Protocols
Recruitment Letter.docx Recruitment Materials

Will this research require the use or access of existing CPS data?

No

Will this research require the use or access of existing non-CPS data?

No

Study Details

Please select all of the following that will be participating in the study?

Teachers

Has this project been reviewed by an Institutional Review Board (IRB)?

Yes, and it was approved

IRB of Record Name

Tiffany Hamlett

IRB Protocol Number

N/A

Please attach all of your IRB documentation here (include approval/exemptions letters, IRB study protocol, etc.).

IRBDRR_0710007558_ApprovalLetter.pdf IRB Letters

IRB of Record Primary Contact Email Address

Tiffany.hamlett@ace.edu

Please select your primary area of research from the following:

Teachers

Secondary Study Subject(s)

No answer provided.

Study Overview

Executive Summary or Abstract

Please provide a high-level overview of your study, including a summary of the motivation, design, and implications of the project.

Teachers are leaving the teaching profession at alarming rates, causing a worldwide teacher shortage. School leaders play an important role in the attrition and/or retention of teachers. The support provided by school leaders is critical for novice teachers as they have the highest attrition rates. The problem is the high teacher attrition rate in high-poverty areas among K-8 teachers in a northern Illinois school district. The purpose of this qualitative case study is to explore the perceptions of teachers on the impact of principal support on teacher attrition in high-poverty areas among K-8 teachers with 1-5 years of experience who have considered leaving the profession in a northern Illinois school district. Three research questions focus on teacher perceptions on the impact of principal support on teacher attrition. The study fills gaps in the literature by exploring teacher perceptions of the influence of principal support on teacher attrition. Guided by Herzberg's theory of motivation and the transformational leadership theory, the research question addresses teachers' perceptions of the support their principals provide. This descriptive case study will include the perception of teachers with 1-5 years of teaching experience with a sample size of 15 participants. All participants are K-8 grade teachers from a northern Illinois school district. Data will be collected through structured interviews, recorded through Google Meet, that will be transcribed, member checked, and analyzed by MAXQDA software.

Research Questions and Hypothesis

Please list all research questions and hypotheses associated with this project.

Research Question 1: What are the perceptions of teachers who have considered leaving the profession on the influence of principal support on attrition in an urban Northern Illinois school district?

Research Question 2: What supports provided by principals contribute to teachers' decision to remain in the profession in an urban Northern Illinois school district?

Research Question 3: How do principals influence teachers' decision to leave the profession in an urban Northern Illinois school district?

Purpose and Literature Review

Please provide an overview of the existing research and literature on this subject. What is the contextual history of this subject area and how does this research build upon the body of extant knowledge?

The purpose of this qualitative case study is to explore the perceptions of teachers on the impact of principal support on teacher attrition in high-poverty areas among K-8 teachers with 1-5 years of experience who have considered leaving the profession in a northern Illinois school district. This research study aims to explore teacher perceptions of the impact of principal support on teacher attrition. The goal of this study is to add to the body of knowledge regarding the impact of principal support on teacher attrition.

While there have been a number of studies on teacher attrition, many of them focus on the general stressors of teachers that cause them to leave the profession (Madigan, 2021; Doherty, 2020). There are few studies focused on principal support and its impact on teacher attrition as perceived by teachers.

Research Activities and Student/Staff Involvement

Please provide an overview of all primary and secondary research activities associated with this study. Please use this space to describe, as thoroughly as possible, all that will be asked of your research subjects (e.g. surveys, focus groups, observations, etc.)

Virtual one-on-one interviews will be conducted with participants, using the Google Meets platform. The questions asked during the interview were self-created and open-ended, allowing the participants to share their perceptions of the impact of principal support on teacher attrition. Interview questions are designed to answer the research questions: What are teacher perceptions of factors that influence teacher attrition? What are the perceptions of teachers on principal support that influence their attrition in an urban northern Illinois school district? This alignment is important to the outcome of the study as the purpose of the interview is to gather data to answer the research questions (Durdella, 2020). Semi-structured interviews allow for flexibility in the interview process, where more information may be gained from the participants about the research topic (Durdella, 2020).

Research Methodology and Analytical Technique

Please provide an overview of your research methodology and specific analytical techniques that will be utilized as part of this study.

A qualitative research method will be used for this study. The design used in this qualitative study is a case study. The design is suitable for answering the research questions because it will allow participants to describe their perceptions teacher attrition and the influence of leadership support on teacher attrition. The type of case study that will be used in this study is a descriptive case study. The descriptive case study is suitable as it will allow participants to share perceptions and describe the situations, they face and how it influences their decision-making for the future of their careers.

Thematic analysis will be used to analyze the data collected in the study.

These steps include gathering the data, reading the data, coding, the data, generating themes, and reporting the findings.

The first step includes collecting data from the structured interview questions. The data collected during this process will be converted from audio to text using the transcribe feature on Google Meet. Transcriptions will be shared with participants to ensure accuracy. This member checking procedure increased the credibility of the data (McKim, 2023). The next step is verifying transcripts to be uploaded into MAXQDA for open coding. Next, open coding will be used to identify words and phrases related to the research questions to identify categories (Naeem, et. al., 2023). These codes will be read several times to create categories. Next, subcategories will be created based on the theoretical frameworks identified in the study. The subcategories will be used to generate themes. Identified themes will be displayed in charts and tables. The next step is identifying similar responses or themes that arise from listening to recordings. The final step is writing a summary report of the identified themes using examples from the data (Miller, 2023).

Benefits and Commitment to Equity

Benefit to CPS

Which (if any) CPS vision goals does your research support?

No answer provided.

[Click here to access more information on the CPS Vision Goals.](#)

Which (if any) of the CPS core values does your research support?

No answer provided.

How does this project support the district broadly?

As the problem of teacher attrition affects several entities within schools it is important to understand how support from administrators can impact teacher attrition. Reducing teacher attrition can be experienced worldwide as it is a problem affecting the education system globally (See et. al., 2020). As a result of this study, principals may use the perceptions of teachers to determine what practices they may improve on to make teachers more satisfied with their jobs, which may encourage them to want to remain in the teaching profession. There can also be a shift at the district level that may help reduce attrition rates among novice teachers. Providing training to the schools for leaders can help support the professional development of leaders and teachers. Reducing teacher shortages is essential for increasing student achievement according to Gui (2024).

Commitment to Equity

In what ways does this project reflect/challenge/progress the district's commitment to equity?

Urban school districts with high teacher attrition rates may use this study as a guideline to plan to reduce teacher attrition. School principals may use the study to change their leadership practices and adopt a transformational leadership style to respond to the needs of the teachers they lead.

Reflect on the district's equity framework as well as the following: As a researcher, what is my privilege / bias when it comes to this question? Am I assuming that Black and brown students will inherently perform poorly? Have I consulted those whose communities I want to research? Is the research designed with the holistic humanity of the people I am researching in mind? Do I perceive the communities I want to research as allies, or as research subjects? Am I interrogating / challenging policies and systems that may be contributing to inequities? Will this project create an undue burden on the communities I am seeking to research?

How are your research activities accessible to individuals with disabilities?

Justice is ensuring all participants will be treated equally, and will be interviewed using the same procedure, allowing them to receive justice while participating in the research per the Belmont Report (2018). The selection process will be based on the voluntary candidates, and no one will be excluded based on age, race, gender, or socio-economic status.

Are your research activities translated into languages other than English as appropriate for the community?

Translations are available as needed.

Please use the table below to list all District CPS Supporters and the role they will have in your study. Use the details box to describe your supporters' title and role in the district. List your primary supporter first.

Please click "save" after each line.

CPS Supporter Email Address	CPS Supporter Details
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Link to New Contact Form

User had the option to start a different form here.

How will you share your research findings with the population(s) you are studying?

A finalized copy of the research document will become a published journal article as well as an academic paper available to the public.

Research Activities

Start Date of Recruitment

08/05/2024

End Date of Recruitment

08/19/2024

Please provide the date that you will begin primary data collection

08/21/2024

Please provide the end date of primary data collection

08/28/2024

Please provide the date that you will begin analysis

08/29/2024

Please provide the end date of analysis

09/05/2024

Please provide the approximate date that you will finalize your research report.

12/02/2024

Description of Deliverable/Final Product (i.e., academic/journal article, white paper, memo, report)

Academic journal, academic paper

Will any portion of this research, including recruitment or consent, take place during or in any way interfere with standard activities?

No

With very few exceptions, research procedures cannot be carried out during or in any way interfere with standard activities, including instruction time or professional development sessions.

Will this study involve study subject randomization or a control group?

No

Will your research employ study-subject deception or non-disclosure?

No

Will this research involve Product Testing?

No

Will this research involve collection of biological samples or biometric data?

No

Does this research involve other research procedures not described previously?

No

Is this research tied to a standard or novel curriculum, teaching or other program, staff professional development training or program, or other non-research activity or activities?

No

Does this study involve the use of educational technology (including survey tools, video conference platforms, and third party websites. See note for add'l details)?

No

Please be aware that under The Student Online Personal Protection Act, SOPPA (105 ILCS 85/), any platform students interact with must be compliant with current data security and student privacy regulations. Please note that this definition includes online survey tools such as Qualtrics. Please use the following website to check if your proposed platform is complaint with SOPPA: <https://cps.app.learnplatform.com/new/public/tools>

Study Population

Will you be submitting a secondary Data Request?

No

RRB Protocol Number
2024-1973

*This is your assigned RRB Number.
Please reference this in any data
request associated with this study.*

Study Subject Inclusion Criteria

K-8 teachers with 1-5 years of teaching experience who have considered leaving the teaching profession.

If the research involves more than one study subject population (e.g. students, parents, teachers, staff), please individually detail the inclusion criteria for each.

Study Subject Exclusion Criteria

N/A

If the research involves more than one study subject population, please individually detail the inclusion criteria for each

Please select all special populations that may be targeted for your study

No answer provided.

Describe the potential direct and/or indirect benefits for all detailed research procedures and populations

The potential benefits of this study will aid school leaders in reducing teacher attrition.

Describe the anticipated potential risks, however minimal, associated with the detailed research procedures and subject populations

Participants will be asked to share personal and confidential information and may feel uncomfortable talking about some topics.

How will the identified risks for all research procedures and subject populations be minimized and/or mitigated to the greatest extent possible?

I will not share information about you or anything you say to anyone outside of the research study. During the defense of the doctoral dissertation, data collected will be presented to the dissertation committee. The data collected will be kept on an encrypted computer file. Any information about you will be coded and will not have a direct correlation, which directly identifies you as the participant. Only I will know what your number is, and I secure your information on a password-protected flash drive.

What procedures will you use in the event that research questions/processes produce observable stress/distress in subjects?

They will not have to answer any questions or take part in the discussion if they do not wish to do so. They do not have to provide reasoning for not responding to any questions. Participants have the right to withdraw from the study at any time.

Will you compensate study subjects?

No

Study Recruitment

Outline every aspect of the recruitment process for teacher participants.

An infographic will be used to solicit volunteers for the study within the urban northern Illinois school district. The infographic will be printed and posted in the district network offices as a recruitment strategy. A recruitment letter will also be sent out via email to all K-8 district teachers, via their district email address. The informed consent will be used to narrow the pool of candidates who meet the inclusion criteria. Participants can volunteer for the study using the provided email address stating their interest in and qualifications for participating. By signing the Informed Consent to participate in the study, participants agree that they meet the inclusion criteria of 1-5 years of experience, are a K-8 grade teacher, and have considered leaving the profession, and are volunteering to participate in the study. The informed consent also protects the rights of participants by giving them the right to withdraw from the study at any time, as well as guaranteeing full confidentiality throughout the study. It also identifies the participant's right to be informed about the purpose, procedures, and results of the study. Any risks and benefits associated with the study are also shared. The Informed Consent will be sent and returned electronically from an ACE email, to the teacher's email address. Communication will happen via email regarding the status of the research study, as well as providing participants with a written copy of the informed consent.

Please attach all recruitment materials not attached elsewhere (Optional).

No answer provided.

Please attach all consent/assent forms associated with this study not already attached elsewhere (Optional).

No answer provided.

Identify study team members who will recruit subjects.

Loreal Carrethers-sole researcher

Will this research involve screening procedures

No

Compliance**FERPA**

For more information on FERPA, click here.

Is any aspect of this research subject to FERPA?

No

ISSRA

For more information on ISSRA, click here.

Is any aspect of this research subject to ISSRA?

No

PPRA

For more information on PPRA, click here.

Is any aspect of this research subject to PPRA?

No

Permission, Confidentiality, and Security**Attach a draft of the permission letter that will be sent to school Principals**

No answer provided.

Please note that Principals have final authority over what happens in their schools.

How will you protect the privacy of prospective research subjects? Please detail how study subject privacy will be protected during recruitment, screening, consent, and all research procedures. Provide an accounting for all applicable research procedures and study populations.

Beneficence is ensuring that no harm is done to participants. One way is to keep participant's identity confidential. Participant information will also be kept confidential, by removing all identifying information from data. Pseudonyms will be assigned as identification tools.

Describe the data confidentiality or security provisions that will be in place for all research data.

Access to the data will only be accessible via a password-protected device, in a locked file cabinet, in my home office.

How will you store participant data?

With codes

These details must be included in all applicable consent forms

Describe the coding mechanism, indicate where links to codes will be stored, identify the individuals who will have access to coding keys or links, and clarify if codes will be deleted at a later date.

Pseudonyms will be used for each participant. The data will only be accessible via a password-protected device, in a locked file cabinet, in my home office. Three years after the research has been completed and published, the flash drive will be destroyed, by shredding it with a large shredder.

Will you keep participants' contact information on file after the data have been collected?

No

Will you share individual-level data with other researchers or practitioners beyond the designated key research personnel?

No

What will you do with the data once the research has been completed (choose all that apply)?

Retain data for three years or longer post-completion, then destroy it

Please note that the district discourages storing study data for longer than three years after study completion.

Please describe the purpose for which you will be storing data after the conclusion of the study. Also, explain the planned duration (i.e. how long) you will retain data

Data will be preserved for auditing purposes by my academic institution. Three years after the research has been completed and published, the flash drive will be destroyed, by shredding it with a large shredder.

Attachments

Please attach all miscellaneous attachments

No answer provided.

If you are resubmitting your protocol following initial review, please attach your response letter here.

Are there any additional finalized contracts or agreements associated with this research that have not been attached elsewhere as part of this application (e.g. CPS Data Authorization Agreements)?

No

Are there any pending (i.e. not yet signed by both parties) contracts or agreements associated with this research that have not been attached elsewhere as part of this application?

No

Acknowledgements

Acknowledgements

Please acknowledge the following:

- ✓ All parts of this submission are accurate, complete, consistent, and clear.
- ✓ I have accurately and completely described all intended human subjects research procedures and the populations with whom they will be carried out.
- ✓ I have attached all study materials, including, but not limited to, all materials that will be given to, sent to, read to, or otherwise used with all prospective study subject populations.
- ✓ This submission adhere to all CPS policies and guidance as outlined in the link below
<https://www.cps.edu/about/district-data/conduct-primary-research/>
- ✓ I have accurately identified all personnel who will be involved in this study.
- ✓ I acknowledge that any/all changes required by the CPS RRB in the course of its review of this submission will be reported to my IRB of record during the entire lifetime of this study.
- ✓ I attest that I will work with my IRB of record to address any concerns raised in the review of this submission.
- ✓ I attest that all of the research procedures detailed in this submission have been carried out with prospective IRB review and approval.
- ✓ I agree to comply with all background check and volunteer procedures required of my study, per the official CPS Volunteer Policy (link provided below):
<https://policy.cps.edu/download.aspx?ID=272>

Submission Date

07/23/2024

All RRB new submissions, modifications, continuing reviews require a \$50 processing fee. Please click on the following link to access our payment system. You will need to reference your assigned RRB number listed below:

CPS RRB/Data Request ePay System

Once you navigate to the Illinois E-Pay Site, please click on the blue text "RRB / Data Request Payment Option " to display the appropriate payment options. Once selected, your total will be displayed. Do not attempt to type in your total manually.

RRB Protocol #

2024-1973

Payment Confirmation Number

20000339

Load Initial Submission into IRBManager
- Submitted 07/24/2024 1:24 AM ET by System, The

Research Office Pre-Review
- Submitted 08/30/2024 3:05 PM ET by Corson, Adam

Pre-Review

RRB Number

2024-1973

Ready for Review

Ready for Review

Type of Review

Ad Hoc

Primary Reviewer

Corson, Adam

Review Due Date

08/30/2024

Comments for Reviewer

n/a

Supplementary Site Output

No answer provided.

School Contacts

No answer provided.

Administrative Processor

Corson, Adam

Email: ACorson1@cps.edu

Phone:

Payment Received

Yes

Current associated projects

N/A

Associated Projects

No answer provided.

Please enter the record number of any data request or projects associated with this project. Each record number will need to be provided with a link to the project screen using the Hyperlink Manager icon.

Administrative / Ad-Hoc Review
- Submitted 08/30/2024 4:01 PM ET by Corson, Adam

Administrative / Ad-Hoc Review

Review Outcome					
Type	Reviewer	Outcome	Assigned	Due	Complete
Primary Initial Review	Corson, Adam		08/30/2024	08/30/2024	

Reviewer Notes

Post-Administrative / Ad-Hoc Processing
- Submitted 08/30/2024 4:04 PM ET by Corson, Adam

Office Processing

Verify Reviewer Determination

Approve

Follow-up Required?

Follow-up Not Required

Administrative Approval

Simple Approval

Approval Date

08/30/2024

Approval Period (in number of months)

12

Notes for Letter

N/A

Background Check Determination

Reviewer Background Check Recommendation

N/A

Display Proposed Study Participants

Teachers

Display Study Interventions

Interviews

Display Study Contacts

Please select the level of background check required for researchers involved with primary data collection.

CPS Staff Background Check

Justification for Background Check

No Add'l background check required.

Determination Letter Finalization
- Submitted 08/30/2024 4:07 PM ET by Corson, Adam

Review Generated Letter and Confirm Before Sending

RRB #

2024-1973

Study Title

Principal Support and its Impact on K-8 Teacher Attrition: A Qualitative Descriptive Case Study

Principal Investigator

Carrethers, Loreal

Email: LSCarrethers@cps.edu

Phone:

Redisplayed Board Determination

Determination Letter

In some cases you may see other determination letters attached by the submitter. However, only the generated determination letter will be sent in the decision email.

Name	Type	Date	
RRB#2024-1973-Loreal Carrethers 2024-08-30.docx	Determination Letter	08/30/2024	<i>This determination letter will be automatically attached to an email being sent to the principal investigator.</i>

Please use the link below, click on the Attachments link on the left side of the page if you need to upload an edited version of the above letter.

New Submission defined 07/24/2024

Output Background Check Level

N/A

Additional Attachments to Decision Email

No answer provided.

Notes for Determination Email

No answer provided.

Study Site Contact Background Check Expirations

Name	Role	Background Check Expiration
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Carrethers, Loreal	Principal Investigator	Missing
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Please use the text box above to indicate the background check level required or any other pertinent information.

CPS Staff Background Check

Background Check Level Justification

No Add'l background check required.

Other Notes in Letter

N/A

RRB Meeting Date for Acknowledgment of Final Determination

09/16/2024

Please select the next meeting date of the RRB.

Please enter the date by which the coordinator should submit the Data Use Agreement. Automatic notifications will be sent out based upon this date.

09/13/2024

Informed Consent

Prospective Research Participant: Read the consent form carefully and ask as many questions as you like before you decide whether you want to participate in this research study. You are free to ask questions at any time before, during, or after your participation in this research.

Project Information

Project Title: The Impact of Principal on K-8 Teacher Attrition: A Descriptive Case Study

Researcher: Loreal Carrethers

Organization: American College of Education

Email: loreal.carrethers7556@my.ace.edu

Telephone: 773-354-9287

Researcher's Faculty Member: Connie Lorthridge, EdD

Organization and Position: American College of Education

Email: connie.lorthridge@ace.edu

Introduction

I am Loreal Carrethers, and I am a doctoral candidate student at the American College of Education. I am doing research under the guidance and supervision of my Chair, Dr. Lorthridge. I will give you some information about the project and invite you to be part of this research. This consent form may contain words you do not understand. Please ask me to stop as we go through the information, and I will explain. If you have questions later, you can ask them then.

Purpose of the Research

The purpose of this qualitative case study is to explore the perceptions of teachers on the impact of principal support on teacher attrition in high-poverty areas among K-8 teachers with 1-5 years of experience who have considered leaving the profession in a northern Illinois school district. You are being asked to participate in a research study that will assist with understanding the impact of principal support on teacher attrition.

Research Design and Procedures

The study will use a qualitative methodology and descriptive case study research design. The study will comprise 15 participants who will participate in one virtual interview conducted via Google Meet. The interview will be video and audio-recorded.

Participant selection

You are being invited to take part in this research because your experience as a teacher can contribute much to the perceptions of the impact of principal support on teacher attrition, which meets the criteria for this study. Participant selection criteria: K-8 teachers with 1-5 years of teaching experience who have considered leaving the profession.

Voluntary Participation

Your participation in this research study is entirely voluntary. It is your choice whether to participate. If you choose not to participate, there will be no punitive repercussions.

Right to Refuse or Withdraw

Participation is voluntary. At any time you wish to end your participation in the research study, you may do so by sending me an email explaining you are opting out of the study. There will be no repercussions for leaving the study.

Procedures

We are inviting you to participate in this research study. If you agree, you will be asked to participate in a virtual interview. The type of questions asked will be direct inquiries about the topic of teacher attrition.

Duration

The interview portion of the research study will require approximately 30-45 minutes to complete. If you are chosen to be interviewed, the time allotted for the interview will be 30-45 minutes at a virtual location and time convenient for the participant. Prior to the interview, you will be asked to provide permission to have the interview recorded for the sake of having accurate transcripts for data.

Risks

I will ask you to share personal and confidential information and you may feel uncomfortable talking about some of the topics. You do not have to answer any questions or take part in the discussion if you do not wish to do so. You do not have to give any reason for not responding to any questions.

Benefits

While there will be no direct financial benefit to you, your participation is likely to help us find out more about principal support and teacher attrition. The potential benefits of this study will aid school leaders in reducing teacher attrition.

Confidentiality

I will not share information about you or anything you say to anyone outside of the research study. During the defense of the doctoral dissertation, data collected will be presented to the dissertation committee. The data collected will be kept on an encrypted computer file. Any information about you will be coded and will not have a direct correlation, which directly identifies you as the participant. Only I will know what your number is, and I secure your information on a password-protected flash drive.

Sharing the Results

At the end of the research study, the results will be available for each participant. It is anticipated to publish the results so other interested people may learn from the research.

Questions About the Study

If you have any questions, you can ask them now or later. If you wish to ask questions later, you may contact me. This research plan has been reviewed and approved by the Institutional Review Board of American College of Education. This is a committee whose role is to make sure research participants are protected from harm. If you wish to ask questions of this group, email IRB@ace.edu.

Certificate of Consent

By signing this document, I am agreeing that I have read the terms described above, certifying that I meet the inclusion criteria, and I am volunteering to participate in the research study.

Signature

Date

Print Name: _____

Email Address: _____

Telephone Number: _____

Preferred Method of Contact: _____

School & Network: _____

Years of Experience: _____

Preferred Method of Contact: _____

Interview Protocol

Thank you for participating in this research study. Prior to beginning the data collection, we will review the Informed Consent document that was signed as an agreement to participate in the study. The data collected during this study will be used to describe teacher perceptions of the impact of principal support on teacher attrition. Throughout the interview, I will ask a series of questions about factors influencing teacher attrition and how principal support impacts teacher attrition. Answer the questions to the best of your ability, including your personal experiences. If at any time you feel uncomfortable with a question please let me know and we will move on to the next question.

Interview Questions

1. What factors do you feel contribute to teachers leaving the profession?
2. Describe your perception on the link between job satisfaction and teacher attrition, if any.
3. Describe a time when you considered leaving the teaching profession. What led to this decision? Include examples of a principal's influence on your consideration if any.
4. How can principals influence a teacher's decision to leave the profession?
5. What types of support can a principal offer to influence job satisfaction and influence a teacher's decision to remain in the profession?
6. What specific principal support would shift your mindset around leaving the teaching profession?
7. What strategies can be implemented within your school to reduce teacher attrition?

Thank you for your responses. Your answers will be compiled into a research database with other participants to determine commonalities that arise. Your identity will be kept confidential and stored on a password-protected flash drive which only I will have access to. Do you have any questions about the interview or the data collected?

Recruitment Letter

August 1, 2024

To Whom It May Concern:

I am a doctoral student at American College of Education. I am writing to let you know about an opportunity to participate in a dissertation research study.

Brief description of the study:

The problem is the high teacher attrition rate in high-poverty areas among K-8 teachers in a northern Illinois school district. The purpose of this qualitative case study is to explore the perceptions of teachers on the impact of principal support on teacher attrition in high-poverty areas among K-8 teachers with 1-5 years of experience who have considered leaving the profession in a northern Illinois school district.

Description of criteria for participation:

Participants must be teachers, from an urban northern Illinois school district, who have considered leaving the field. The experience level of participants is 1-5 years of teaching experience.

Your participation in the study will be voluntary. If you wish to withdraw from the research at any time, you may do so by contacting me using the information below.

I may publish the results of this study; however, I will not use your name nor share identifiable data you provided. Your information will remain confidential. If you would like additional information about the study, please contact the following.

Candidate Contact Information: Loreal Carrethers. loreal.carrethers7558@my.ace.edu

Chair Contact Information: Connie Lorthridge. connie.lorthridge@ace.edu

If you meet the criteria above are interested in participating in the study, and would like to be included in the potential participant pool, please use the link below to access, review, and accept the informed consent.

Thank you again for considering this dissertation research opportunity.

[Informed Consent.docx](#)

TEACHER ATTRITION

How do principals influence teacher attrition?

Participate in a research study to help identify the reasons why!

Purpose

The purpose of this qualitative case study is to explore the perceptions of teachers on the impact of principal support on teacher attrition in high-poverty areas among K-8 teachers with 1-5 years of experience who have considered leaving the profession in a northern Illinois school district. The concern is why teachers are leaving the profession at such high rates causing worldwide shortages. By participating in this study, you will be able to share their perception on the impact of principal support on teacher attrition. Sharing these perceptions can lead to changes in the education system and decrease the attrition of teachers from the field.

Participation Criteria

- -Current K-8 teacher with 1-5 years of experience who has considered leaving the profession.

Participation Requirements

- Participation in this study is strictly voluntary.
- Share experiences via virtual interviews through Google Meets.
- No in-person meetings are required.

Volunteers Needed

If you are interested in participating in this study please contact Loreal at loreal.carrethers7558@my.ace.edu.



July 12, 2024

To : Loreal Carrethers
Connie Lorthridge, Dissertation Committee Chair

From : Institutional Review Board
American College of Education

Re: CONDITIONAL IRB Approval

"Principal Support and its Impact on K-8 Teacher Attrition: A Qualitative Descriptive Case Study"

The American College of Education IRB has reviewed your application, proposal, and any related materials. We have determined that your research provides sufficient protection of human subjects.

Although you have received approval to move forward to the next course, you must meet the conditions stated in the notification before you can begin data collection. Once you have the required updates, please submit the new draft and any further documentation back to the IRB Dashboard. No data may be collected until full IRB approval has been issued.

Our best to you as you continue your studies.

Sincerely,

Tiffany Hamlett
Chair, Institutional Review Board
American College of Education



42 W. Madison | 2nd Floor | Chicago, IL 60602
Telephone: (773) 553-4444
Fax: (773) 553-2421

08/30/2024

Loreal Carrethers

Dear Loreal Carrethers,

Thank you for your interest in conducting research in The Chicago Public Schools. The Research Review Board has reviewed your proposal dated 07/24/2024 for research, titled: Principal Support and its Impact on K-8 Teacher Attrition: A Qualitative Descriptive Case Study.

The Research Review Board has completed the review of your proposal and has approved your request to conduct this research. Although your study is approved, school principals have final authority over activities that are allowed to take place in the school. If data collection continues beyond a year from this approval, please complete the Modification & Continuing Review Process Form through IRBManager.

Please note the following--

Background Check Level Required: CPS Staff Background Check

Other Notes: No Add'l background check required. N/A

Upon completion of the research study, a copy of the final report or summary of the results must be provided to the Research Review Board. The Board reserves the right to use the information in the research report or summary for planning, solicitation or grants, and staff development.

Please note that your study has been assigned Project ID #2024-1973. If you have any questions, please contact our office by email at research@cps.edu.

Sincerely,

A handwritten signature in black ink, appearing to read "Sarah Dickson".

Sarah Dickson
Co-Chair, Research Review Board