



NORTHEAST INDIANA REGIONAL SCIENCE AND ENGINEERING FAIR

Dear Regional Fair Judges,

Thank you for volunteering to judge at the 2025 Northeast Indiana Regional Science and Engineering Fair. Please see the information below for details regarding the fair this year.

NORTHEAST INDIANA REGIONAL SCIENCE AND ENGINEERING FAIR

Saturday, March 1, 2025

- 8:00 - 8:15** Judge Check-in: Walb Union, Room 114 (downstairs across from the atrium)
8:10 - 8:15 Judge Welcome and Meeting: Walb Union, Rm. 222 (coffee & pastries available);
8:15 - 8:30 General Judge Procedures:
Grade: Mrs. Chris Lechleitner; Category: Dr. Arjun Sharma; Special Awards: Dr. Troy Tonner
8:30 - 8:50 Meetings with Lead Judges

Grade Level Judges (Grades K-5)

- 9:00 - 11:00** Judging Locations
International Ballroom: Grades K-5
11:00 - 11:45 Grade Level Deliberations: IB Kitchen
12:00 - 12:45 Lunch: Walb 222/226
1:00 - 2:00 Award Ceremony: Grades K-5

Category Judges (Grades 6-12)

- 9:15 - 11:15** Judging Locations
Walb Classic Ballroom: Grades 6-12
11:15 - 12:00 Category Deliberations: Walb 114
12:00 - 1:00 Lunch: 222/226
12:30 - 3:00 Lead Judges in Categories:
final award deliberations in Classic
5:00 - 6:30 Award Ceremony: Grades 6-12

*Times are approximate depending on each judging group's completion of judging and award deliberations.

JUDGE PROCEDURES Fair judges for grades/categories will be organized and guided by a Lead Judge. These judges will also be further divided into two-person judge "teams" within each grade/category and assigned a group of students to interview. Special award judges from sponsoring organizations will review the list of projects associated with their award and determine how to best divide up interviews.

CHANGES FOR 2025: **(1)** All judging will be held in ONE single round, with Category (6-12) judging starting and ending 15 minutes later than grades K-5 judging. **(2)** Grade level and Category judging teams will meet with lead judges prior to the start of lunch to discuss projects.

K-3 JUDGING 9:00-11:00 There is one round of judging for grades K-3. Each **Grade K-3** judge team must complete all assigned initial interviews of projects before 11:00am. Each K-3 judge will complete a *score sheet* for their assigned projects and as a pair determine which *superlative* to award. **Special award** judges must also complete interviews before 11:00am, when students are dismissed back to their parent or caregiver.

4-5 JUDGING 9:00-11:00 There is one round of judging for grades 4-5 in 2025. All interviews by Grade level and special award judges must be completed before 11:00am, when students are dismissed by the Fair Director back to their parent or caregiver. Each **Grade 4 or 5** judge will complete a *score sheet* for their assigned projects. All score sheets are submitted to lead judges at the end of the round.

6-12 JUDGING 9:15-11:15 There is one round of judging for grades 6-12 in 2025. All interviews by Category judge teams and special award judges must be completed before 11:00am, when students are dismissed by the Fair Director back to their parent or caregiver. Each **Category** judge in the team will complete a *score sheet* for their assigned projects. All score sheets are submitted to lead judges at the end of the round.

LUNCH

- **Special Award** judges may leave as soon as award winners are selected even if before noon.
- **K-3 Judges** meet from 11 to noon, *prior to* lunch, to finalize superlatives and deliberate grade level placements.
- **Grade 4-5** and **Category Judges** will meet *prior to* lunch at noon to deliberate placement award winners and determine which projects are in contention for advancement to the Hoosier Science and Engineering Fair.
- **Lead Category Judges (6-12)** will remain *after* lunch for final deliberations for placement and advancement.

GRADE 6 CATEGORY JUDGE MATERIALS Judges receive a name badge, clipboard, score sheets, schedule, and a diagram of student displays. The evaluation tools used to judge are the same as in previous years. Judges use a score sheet with a rubric associated with their divisions. Rubrics are important for achieving consistency between judging teams. Prior to the Regional Fair, please review rubrics, score sheets, and Tips for Judging sent by email. Copies of these documents can also be located on the Regional Fair Website under "For Judges" at http://www.neirsef.org/judges_fair.html. Lead Judges will provide guidance about procedures and additional forms for ranking and award recommendations. Judges will receive their judging assignments when they arrive. All Lead Judges will report the results and share concerns/questions with the Grade or Category Judge Coordinator. Dr. Arjun Sharma will facilitate the lead judge deliberation after lunch.

SPECIAL AWARD JUDGE MATERIALS Judges who represent a sponsoring organization will receive a name badge, judge ribbon, clipboard, display diagram, a list of student projects related to their award category, and a results sheet that describes your specific award. Dr. Troy Tonner, Engineering Technology, will serve again as the Special Award Judge Coordinator.

FOR ALL JUDGES Dress is business casual. Judges may use Parking Garage 2: exit the door by the elevator, walk across into the interconnecting walkway, and turn left toward Walb Student Union, Rm. 222. A map of campus can be found at <https://www.pfw.edu/campus-map>.

Thank you again for volunteering your time and sharing your expertise as a judge. If you encounter any difficulty attending, please contact me at my office or, on the day of the event, on my cell. We will count on seeing all of you on Saturday, March 1!

Sincerely,



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