

Informed Consent Form

Participatory Action Research Project

Research Title: Learning & Sharing Undertold New York City Histories

This informed consent form is for Research Team/Working Meetings only.

Name of Principal Investigator: Dominique Paloma Bible

Phone Number: 908-485-8338

Email: bklyn.dpb@gmail.com

Title of Particular Project:

Learning & Sharing Brazilian New York City History through Working Meetings

Name of Sponsor/College Program:

Goddard College

Academic Advisor:

Jacqueline Fischer

Designated Faculty IRB Reviewer:

Pamela Kennebrew

Purpose of the Study for Student Investigator:

To collectively learn and share our undertold New York City histories. To empower people who didn't see themselves represented in history class.

This Informed Consent Form has two parts:

1. Information Sheet (to share information about the study with you)
2. Certificate of Consent (for signatures if you choose to participate)

You will be given a copy of the full Informed Consent Form

Part I: Information Sheet

Introduction

I am Dominique Paloma Bible, studying New York City history through a Community Education approach under the supervision of Goddard College. **My overall inquiry is how can educators build a history curriculum that is inclusive and culturally responsive?** To that end, there will be Community Forums, planned and facilitated by myself and/or my research team. Through Working Meetings, Research Team members will be studying Brazilian New York City history specifically and using that experience to help guide others to their own particular New York stories. The research team will meet, mostly online through video conferencing, to discover our shared and varied Brazilian NYC stories.

If you identify as Brazilian and reside or work in the five boroughs, and are interested in learning and sharing your Brazilian American story, please join our team and corresponding Working Meetings.

You do not have to decide on your participation until research begins or when you join us, whichever is first. Before you decide, you may consult with anyone about the research. If this consent form contains any language that does not make sense to you, please ask me to further explain. If you have questions later, you ask them of me via email, phone, or in-person.

Purpose of the research

Far too often, our education system teaches history through simplistic and narrow narratives. There are too many people whose stories are not represented in history class. The purpose of this research is to empower people not normally included in history books so that we may see ourselves and our communities represented.

Our collective objective is to create a model for educators and students to co-create inclusive and culturally responsive history education. Whether we create a curriculum development model or an instructional design model is yet to be determined.

We come together to learn and share our undertold New York City histories. Behind the scenes, the research team and I will focus on the story of Brazilian New Yorkers in the hopes that we come to know ourselves better and that we may feel empowered by valuing our culture and our impact on this city. In doing so, we will be better prepared to facilitate and lead Community Forums.

Lead Researcher Brief Biography | Training and Background

I was born blocks away from Ipanema. I am The Girl from Ipanema who doesn't speak Portuguese very well. Days after my 8th birthday in Pindamonhangaba, São Paulo, I immigrated to Bay Ridge, Brooklyn. My pronouns are she & they.

With over a decade of experience working with young people, I have a mixed background that includes tutoring, teaching, group facilitation, out-of-school-time (OST), place-based, and community education. My education work includes mental health advocacy and anti-racist efforts.

It is critical to acknowledge my whiteness — as a privilege, a positionality, as property.

In conducting this research, it is my responsibility to be humble and courageous enough to balance, or at least identify and name, the power dynamics in this research project.

I am trained in Therapeutic Crisis Intervention and Mental Health First Aid for Youth and Adults, which I can use to identify and mitigate stressful situations in participants and in myself. I am also trained in Culturally Responsive Family Engagement. I am experienced in group facilitation, project and program management, as well as conflict mediation.

Type of Research Intervention

Working meetings will involve your in-person and online participation. We (you and I) may also speak on the phone. In-person meetings will likely only happen 1-4 times. The first and final meetings will take place in person, in New York City.

Community Forums will involve your in-person participation in group discussion, independent learning, and interactive activities. For participants, Forums will last 2-3 hours. For team members, Forums may last up to 5 hours, which includes set up and clean up (if we are meeting in person). Community Forums will be offered approximately once every two or three months.

One-on-one interviews, which may occur before and/or after forums and meetings, will last approximately between 20 minutes and 2 hours. (These interviews are meant to clarify statements, go over questions, build trust, etc.)

Though all participation is welcome and encouraged, you can leave the conversation whenever you want.

Participant Selection

You are invited to take part in this research because you identify as Brazilian, live or work in the area, and have expressed some interest in learning your history and/or the history of your community/culture within the context of New York City.

This project aims to recruit a diverse and inclusive group of participants. This includes a variety of ages, races, skin tones, ethnicities, NYC neighborhoods, religions, gender expression, sexual orientation, ability, and class.

This project aims to recruit and accommodate a diverse group. Our team values inclusion, so ALL participants will be asked to respect the identities of others. We are all asked to especially center the voices, experiences, and stories of anyone that is marginalized or oppressed -- including individuals that are poor, of color, of dark skin tone, undocumented, disabled, queer, and/or young or senior.

Voluntary Participation

Your participation in this research is entirely voluntary. It is your choice whether to participate or not. You may change your mind at any point and stop participating even if you agreed earlier. If you have any questions, please contact 908-485-8338 or email bklyn.dpb@gmail.com.

Procedures for Working Meetings and Community Forums

Community Forums:

We are asking that you learn and share a history that is personal and has meaning. If you accept, you will be asked to show up to the forum and respect the community agreements that we set up as a group for that particular day (and cover the cost of your own transportation). Community Forums will include group discussion, icebreakers, some independent reading and learning, as well as some other interactive activities. Food and drink will be served.

Forum participants will be offered prompts that ask you to explore your history, identity, culture, and community with a specific focus on how those factors impact and have impacted NYC history.

Community Forums will take place in locations to be named. Potential locations include the Brooklyn Public Library, the park, community rental spaces, religious centers, schools. Attendees will include only people who have agreed to participate and/or conduct research.

Conversations will be audio recorded, transcribed, and stored in an online, password-protected fashion. The only person with access to audio files will be myself. No other team member will have access, partially so that they don't hold the weight of that responsibility and confidentiality. I do not plan on deleting these files at any point, but they will remain password protected and available only to me.

You never have to say or do anything you don't want to.

If you feel uncomfortable sharing, it may be wise to refrain. This doesn't mean we don't invite you to share all of yourself, only that we care about your well being. If you become overwhelmed or upset, there is an interactive resource list, available both online and in hard copy, whose purpose is to help mitigate and process any emotional or physical consequences to this experience, such as stress, hunger, headaches, stomach aches, etc. There is a large section in the list dedicated to the particular experiences of marginalized folx, especially Black and Indigenous people of color, disabled/neurodivergent people, trans and/or queer people.

The link to the resource list is here:

(This link will also be shared to your email account.)

Every step of your participation is voluntary and optional. Our intention is that you experience insights, but we want to name that these might be accompanied by potential sensitivity, embarrassment, and/or other uncomfortable feelings. Participants, like researchers, will be asked to "take the lesson, not the name," which means that NO identifying or personal information is allowed to be shared without your consent.

Working Meetings:

Working meetings will involve your in-person and online participation. We (you and I) may also speak on the phone. In-person meetings will likely only happen 1-4 times. The first and final meetings will take place in person, in New York City.

Video conferences will require a Wifi connection and video camera. You can connect via a laptop, computer, smart phone, or tablet. During these meetings, we will get to know each other, share our stories, learn about Brazilian history, learn about Brazilian New

York City history, and brainstorm ways to share this information back to Community Forums participants. We will also plan and coordinate the Forums themselves.

Procedures for one-on-one interviews

One-on-one conversations, via email, phone, or in-person, will happen between myself, Dominique, the lead researcher, and you. At least two conversations will take place, one before and one after your first group meeting. If you attend more than one Working Meeting or Community Forum, you will be likely speaking to me more.

You never have to say or do anything you don't want to.

These conversations will be documented, in written form and/or through an audio recording. These files will also be kept confidential to only myself. I do not plan on deleting these files at any point, but they will remain password protected.

I will ask questions to establish context, clarify your story, clarify answers and questions, clarify consent agreements, and build a trusting relationship between you and I. For every person involved in this research, I am humbled to work with you and promise to make every effort to deeply understand and respect your story and your needs.

If you become upset or overwhelmed during the course of a one-one conversation, I can offer further conversation and/or I can offer the Resource List (see above) which may be able to direct you toward comfort and/or healing.

Duration

This research will take place from April, 2020 to September, 2021. During that time, Community Forums will be offered approximately once every two or three months. You can attend just one, all of them, or attend sporadically. Working meetings will happen between each Forum, so approximately once a month for a duration of approximately 2 hours.

Forums will likely last between 2-3 hours and individuals conversations, which are optional like everything else, can take up to 2 hours, unless there is another time limit previously agreed upon.

Risks

Discovering your history and the history of your communities can be wonderful, insightful, meaningful, scary, difficult, among other things. In my own personal exploration of Brazilian New York history, I found myself feeling self-conscious, ashamed, and disheartened that I

- 1) knew so little about my own country/history and
- 2) originally didn't care to know much more

For me, the disinterest in myself demonstrated a lack of self-worth and a lack of self-love, which I am now investigating and working toward resolving. Part of that work includes this project, which I hope will bring me closer to a sense of wholeness.

During these Working Meetings, Community Forums, and one-on-one conversations, you will likely share personal or sensitive information. You never have to answer a question

you'd rather not answer.

Being in a group setting during the Forums also means that others might share opinions and/or beliefs that are harmful to you or cause you frustration. There is a risk that confidentiality will not be respected by others than myself for I cannot guarantee their silence and discretion. Please see more under the Confidentiality section below.

Benefits

This is a non-paid opportunity that comes with the following benefits:

1. A pdf copy of my thesis emailed to you, **if requested**,
2. A hard copy and/or link to the final collective product by the end of 2021,
 - a. Note 1: The form and content of the product is still in question as it is going to be constructed over time with input from Research Team members and Community Forum participants and the ongoing efforts of the research team.
 - b. Note 2: The sharing of resources depends on your contact information staying the same. If you should change your phone number and/or email before December 2021, please let me know via email at bklyn.dpb@gmail.com.
3. International Research Board approved research experience,
4. History research and education experience,
5. There will be food and drink at in-person meetings,
6. Learning about yourself and the story of your people,
7. Contributing to a project that intends to make a positive impact on the future of history education. This project aims to construct a curriculum development and/or instructional design model for educators and students to co-create inclusive and culturally responsive history. Your contribution will support future students' and educators' seeing themselves, possibly for the first time, represented in American history.
8. For team members only: You can, if you wish, be credited by name in any future publications or presentations of mine.
9. For team members only: You can ask me for a professional or academic reference. I cannot guarantee a reference. However, if I am available and felt your contribution was strong, I would be honored and privileged to recommend you based on the work you did for this project.

Reimbursements

There will be no reimbursement for any costs you may incur during the research process. This includes, but is not limited to, the price of transportation, food, office supplies, or books. You will never be asked to buy anything for the sake of this research or for any other reasons.

Confidentiality

Audio recordings of Working Meetings and Community Forums will be kept in a password-protected online database (likely Google Drive), available to only me, the lead researcher. You may be directly quoted in publications, including my graduate thesis, or presentations.

Working meetings will not be audio recorded. However, if I should take written note of

something said or done, that is liable to be shared with other audiences through publications, presentations, or other work of mine.

The following is information that might be shared because it is considered critical to the research (in publication, presentations, or otherwise):

Your city of residence, neighborhood, age, level of education, self-identified race, ethnicity, religion, and type of profession (NOT specific workplace). Anything you say during a Working Meeting or a Community Forum may be quoted. I will contact you to confirm quotes.

Information I can share ONLY if I have written consent (please email me if you want these identities included in the telling of your story):

Your birthplace, gender, sexual orientation, [dis]ability, veteran status, and/or other identifying information you think will be helpful to contextualizing your story.

Information that will NOT be shared under any circumstance:

Your name, phone number, email address, any other contact information including social media accounts. To clarify, the research team and Forum participants will also NOT have access to this information (besides your name) unless you give it to someone directly. Only I, Dominique Paloma Bible, lead researcher, will have access to contact information of participants and team members.

Please note that I cannot guarantee the compliance of confidentiality from other Community Forum participants. You are all asked to “take the lesson, not the name.” Please keep the names and specifics of other participants’ and team members’ stories, insights, and experiences confidential from the general public.

Sharing the Results

The knowledge gained from this research study will be shared with others through my publications and presentations. Other research team members will be asked to not publish or present this information (unless they are working in collaboration with me).

My graduate thesis is expected to be published mid-July, 2021. I plan on taking the insights from this research to others, advising other educators on how to co-create inclusive and culturally responsive history curriculum. Any knowledge that is shared prior to December 31, 2021 will be announced and distributed amongst participants and team members. During 2022 and going forward, knowledge and creations may still be shared, but will not be announced or distributed to participants. I will credit all participants and team members with supporting this project. Team members will only be credited by name if they should request it.

Please email me to let me know if you would like to be credited by name.

Right to Refuse or Withdraw

You do not have to take part in this research if you do not wish to do so. You may stop participating in the Working Meetings or Community Forum or one-on-one interviews at any time you wish. I will give you an opportunity at the end of the interview/discussion to review your remarks, and you can ask to modify or remove portions of those, if you do not agree with my notes or if I did not understand you correctly.

Who to Contact

Lead Researcher: Dominique Paloma Bible (Brooklyn, New York)

bklyn.dpb@gmail.com

908-485-8338

Faculty Advisor: Jacqueline Fischer (Plainfield, Vermont)

jacqueline.fischer@goddard.edu

(800) 468-4888

This proposal has been reviewed and approved by Goddard College IRB, which is a committee whose task it is to make sure that research participants are protected from harm. If you wish to find out more about the IRB, contact Pamela Kennebrew at pam.kennebrew@goddard.edu.

You can ask me any more questions about any part of the research study, if you wish to. Do you have any questions?

Part II: Certificate of Consent

I have read the foregoing information, or it has been read to me. I have had the opportunity to ask questions about it and any questions I have been asked have been answered to my satisfaction. I consent voluntarily to be a participant in this study

Print Name of Participant _____

Signature of Participant _____

Date _____

Statement by the researcher/person taking consent

I have accurately read out the information sheet to the potential participant, and to the best of my ability made sure that the participant understands that the following will be done:

1. Working Meetings
2. Community Forum
3. One-on-one interviews

I confirm that the participant was given an opportunity to ask questions about the study, and all the questions asked by the participant have been answered correctly and to the best of my ability. I confirm that the individual has not been coerced into giving consent, and the consent has been given freely and voluntarily.

A copy of this Consent Form has been provided to the participant.

Print Name of Researcher/person taking the consent _____

Signature of Researcher /person taking the consent _____

Date _____