

# Juanita High School

# Guide to the Juanita High School Culminating Project

Updated October 17, 2011

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May 9, 2011

Dear Parents and Students of the Class of 2012:

Your student will need to complete a Culminating Project (CP) in order to satisfy a graduation requirement of the Lake Washington School District.

The CP requirement consists of the following components:

- A plan to develop a service or a product
- A research paper
- A presentation of project evidence demonstrating 50 hours of involvement in the service or product

Each of the above parts of the project are designed to ensure that students have acquired the necessary skills to be *Future Ready*, i.e., prepared for college, prepared for the global workplace, and prepared for personal success.

The timeline to complete the Culminating Project is as follows:

- ❑ October 27, 2011: Project Plan & Parent/Guardian Signature Sheet (submitted to 4<sup>th</sup> period teacher)
- ❑ Research Paper submitted to English teacher (date TBD by English teachers)
- ❑ February 8/9, 2012: First Presentation Practice (with evidence)
- ❑ February 22/23, 2012: Second Presentation Practice (with evidence)
- ❑ February 29/March 1, 2012: Presentation Practice, if needed (with evidence)
- ❑ March 7/8, 2012: Culminating Project Presentation (with evidence)

To complete the project your daughter or son will need your support and encouragement. Please take the time to read through this guide and familiarize yourself with the CP. Should you have any questions, please feel free to contact your student's counselor regarding the project plan and/or presentation and your student's English teacher regarding the research paper.

Thank you for everything that you do and for your partnership with Juanita.

Sincerely,

Gary Moed

## Guidelines for Selecting a Topic

There are a few guidelines and policies you must follow when you select your Culminating Project topic. Topics are limited for three reasons:

- To promote a serious frame of mind.
- To avoid issues of liability
- To provide challenge

All activities undertaken for your project must be legal, parent-approved, and ethical. A general rule to follow is, “Keep your feet on the ground.” **Safety is a paramount concern!**

Please review the following list of projects which fall into the high liability area. These are projects that generally are not approved. If you feel a strong need to work on a project that seems to be similar to one on this list, you must appeal to your principal and file appropriate forms with the Lake Washington School District Risk Management Office. Your appeal to Risk Management still may result in a denial of permission to complete your project for your school requirement. In that case, you will have to choose an alternative project.

The “NO” list includes:

- On-the-water/under-the-water projects including, but not limited to: canoeing, kayaking, powerboat racing, water-skiing, jet skiing, white water rafting, tall ship sailing, rafting, shark chumming, scuba and deep-sea diving.
- Above-the-ground projects including, but not limited to: Bungee-jumping, skydiving, hang gliding, helicopter or plane flying, hot air ballooning.
- Mountain climbing, spelunking, rappelling, extreme snowboarding or skiing.
- In-line skating or skateboarding, bicycling.
- Weapons or making of weapons.
- Racing of any motorized vehicle including, but not limited to: Auto racing, car bashes, soapbox races, stunting, tractor pulls.
- Paint-ball activities.
- Athletic camps, unless you have a LWSD coach willing to be advisor. Extra insurance, carried at student expense, is required. Please contact Mr. Moed or Lake Washington School District Risk Management (425-702-3424) for more information.
- Cheer/drill competitions.
- Dog or animal training on campus.
- Tattooing/body piercing.
- Fitness/personal health plans

Additional Unapproved Projects:

- Cookbooks
- Scrapbooks

**“Filter” questions to determine appropriateness of a project proposal:**

1. **Is it safe, legal and ethical?** (Does it promise to provide both challenge and a sense of accomplishment for the student?)
2. **Is it new learning and a complex challenge?** (Will it involve at least 50 hours of meaningful hands-on experience?)
3. **Is it feasible? Affordable? Realistic?**
4. Will it produce **a product or a service** that may **help you or others**?
5. Is this a **challenge**?

Note: No funds are available from the school district for your culminating project. Try to avoid the need for any expenditure beyond basic supplies, copying, or transportation. Be aware that you will need to make all the financial arrangements on your own. You are required to do a project but you are not required to do an expensive one.

## Examples of Culminating Project Ideas

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"><li>➤ Create an art portfolio for art school, including an in-depth study of your favorite style: surrealism.</li><li>➤ Design and lead your own school-wide workshop on the dangers of drinking and driving.</li><li>➤ Volunteer at a local museum or other non-profit organization as an intern and create a fundraiser for the museum.</li><li>➤ Create an original music composition for an ensemble and have it performed.</li><li>➤ Investigate contemporary photographic styles and techniques and create a portfolio of original works in the “post-modernist” tradition.</li></ul> | <ul style="list-style-type: none"><li>➤ Develop a robotics project to participate in a national competition.</li><li>➤ Develop a mock or real investment portfolio and investment plan by researching finance management.</li><li>➤ Create a hands-on study of documentary film-making through the preparation, filming, and editing of experiences studying current social issue.</li><li>➤ Volunteer to work in a retirement home and create an oral history collection of the lives of those who live in the retirement home.</li></ul> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## Examples of Evidence

*(A minimum of six [6] different types of evidence must be shared during practice and final presentations.)*

- **Log of time spent (This is required! See chart at the end of this packet.)**
- Before, during and after photos
- Rough drafts (musical score, art sketches, play scripts)
- Interviews with experts in the field (notes, audio or video clips)
- Tickets/receipts to show attendance and participation at events (museums, aquarium, zoo, art gallery, etc.)
- Reflection journal
- Audio/visual clip
- Physical products (knitted hats, wedding cake, wood carving, robot)
- Letter of reference
- Registration transcript demonstrating attendance at a non-LWSD class
- Proof of outside training (lessons, CPR certification, baby sitting training, camera usage)
- Equipment used
- Attendance form signed by supervisor
- Cookbook
- Scrapbook

## **Timeline for JHS Culminating Project**

### **Class of 2012:**

The timeline to complete the Culminating Project is as follows:

- October 27, 2011: Project Plan & Parent/Guardian Signature Sheet (submitted to 4<sup>th</sup> period teacher)
  
- Research Paper submitted to English teacher (first semester – date TBD by English teachers)
  
- February 8/9, 2012: First Presentation Practice (with evidence)
  
- February 22/23, 2012: Second Presentation Practice (with evidence)
  
- February 29/March 1, 2012: Presentation Practice, if needed (with evidence)
  
- March 7/8, 2012: Culminating Project Presentation (with evidence)

## **Consequences for Missing Deadlines**

The completion of the Culminating Project is a graduation requirement. A student who has not completed a proficient Culminating Project, including the Project Plan, Research Paper and presentation, will not receive a Lake Washington School District diploma and cannot participate in graduation ceremonies.

- Students who do not complete the Project Plan and submit a Parent/Guardian Signature Sheet by October 27, 2011 will earn No Credit (NC) in fourth period class until these graduation requirements are fulfilled.
  
- Students who do not complete the Research Paper by the end of first semester will earn No Credit (NC) in English class until this graduation requirement is fulfilled.
  
- Students who do not give a proficient presentation will earn No Credit (NC) in fourth period class until this graduation requirement is fulfilled.

**This grade will be reflected in the transcript that is sent to colleges and universities !!**

*Students missing any part of the CP graduation requirement will not participate in the commencement ceremony and will not earn a Lake Washington School District diploma.*

## **Can Students Start their Culminating Project in the Spring of their Junior Year?**

Yes! Students are strongly encouraged to get a jump start on their CPs by participating in the Spring Proposal Process that takes place in late May and early June. A meeting will be held on May 18<sup>th</sup> where the CP Manual will be distributed and the project described. Proposal forms will be distributed at this meeting and students will have opportunities to ask clarifying questions. Students interested in starting their projects early will have two weeks from the meeting to submit their proposals. The proposals will be reviewed and returned to the students at a designated time and location a week or so later. Students receiving approval may begin their projects immediately. Students who need to revise and resubmit their proposals will have an opportunity to do so before the end of the school year.

We strongly encourage students to take advantage of the summer vacation months to complete a significant amount of their culminating projects. Students who receive approval in the spring (2011) and work on their projects over the summer will have the opportunity to complete their presentations at a designated time during first semester. Completing this part of the Culminating Project can be a significant benefit given the demands of the second semester of the senior year.

For students who want to start early, please see the timelines listed below:

- May 18, 2011 – Spring Culminating Project Meeting
- June 1, 2011 - Spring CP Proposal due
- October 13, 2011 - CP Presentation Prep Meeting
- November 17, 2011 - CP Practice Presentation
- December 1, 2011 - CP Practice Presentation
- ~~January 11/12, 2012 – CP Final Presentation~~ **Changed to December 8, 2011**

## How Long Will the Culminating Project Take to Complete?

Task	Approximate time to complete task
Project plan & Parent Signature	1 hour
Research Paper	10 hours
Product/Service (hands-on time on your project)	50 hours (outside of school) dedicated to the product or service – not the research paper
Presentation Preparation	5 hours

Each student is expected to work independently to complete his/her product or service. Processes for the research paper will be taught in senior English classes, though the paper does not need to be related to the project. Project Plan and Parent Signature form will be submitted to the student's fourth period teacher. The Practice Presentations will take place in homeroom.

Parents can monitor student progress on the CP through Parent Access on Web Grader. The research paper will be recorded in English class while the project plan, parent signature form and presentation progress will be recorded in the senior's fourth period class.

### Directions for parent access to Web Grader.

1. Go to the Lake Washington School District website: <http://www.lwsd.org>
2. Click on the tab at the top "Parents"
3. Click on the hot link titled "Parent Access – Stay informed and involved"
4. Scroll to the bottom of this page to access a video titled "How to Register" to learn about the system.
5. Then, click the link "Proceed to registration page" to actually register. If your current email does not match what is in the LWSO system, you will be unable to register until you call the Juanita High Counseling Secretary and have the information changed in the school records by our Counseling Secretary.
6. There is a third link titled "Using Parent Access Video" that explains to parents how to access grades, attendance, graduation requirements, etc. This video explains how to access the features of the system once you are registered.

# 2011-2012 Culminating Project Proposal

## Due: October 27, 2011

- |                                                                                                                                         |                                                                                                      |
|-----------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> October 27, 2011: Project Plan & Parent/Guardian Signature Sheet (submitted to 4 <sup>th</sup> period teacher) | <input type="checkbox"/> February 22/23, 2012: Second Presentation Practice (with evidence)          |
| <input type="checkbox"/> Research Paper submitted to English teacher (first semester – date TBD by English teachers)                    | <input type="checkbox"/> February 29/March 1, 2012: Presentation Practice, if needed (with evidence) |
| <input type="checkbox"/> February 8/9, 2012: First Presentation Practice (with evidence)                                                | <input type="checkbox"/> March 7/8, 2012: Culminating Project Presentation (with evidence)           |

Name: \_\_\_\_\_ Date Received: \_\_\_\_\_

Homeroom Teacher: \_\_\_\_\_

**1. Project Title – Maximum 5 Words** Provide a short, descriptive title for your project.

**2. Project Description** – Use complete sentences.

- Describe the specific product or service you will create.
  
  
  
  
  
  
  
  
  
  
- Who will be involved with you in the project?
  
  
  
  
  
  
  
  
  
  
- Describe your budget. (What do you anticipate your costs will be and what is your proposed method of meeting these costs?)
  
  
  
  
  
  
  
  
  
  
- How much time is needed to complete this project? (Include proposed dates you plan to work on the project.)
  
  
  
  
  
  
  
  
  
  
- Who will benefit from your product or service and why?

**3. Evidence**

Beside the time log, identify the *five different types of evidence* you will display and describe during your Culminating Project presentation. See page 6 in your **Culminating Project Manual** for examples.

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. Time Log

**4. Reasons for Selecting Topic and Knowledge of the Topic**

Describe the reasons for selecting the topic and identify what you already know about it.

**5. New Learning and Challenge**

What do you hope to learn through this project? How will this be a challenge for you?

**6. Potential Obstacles and Risks**

Describe obstacles that may potentially interfere with your completion of this project.

Comments:

This project proposal is approved on \_\_\_\_\_.  
(date)

Approving Faculty Member's Initials \_\_\_\_\_

This project need improvement  
before approval is granted. \_\_\_\_\_  
(date)

Faculty Member's Initials \_\_\_\_\_



## Parent/Guardian Culminating Project Acknowledgement Form

JHS Culminating Project in brief.

Task	Approximate time to complete task
Project plan & Parent Signature	1 hour
Research Paper	10 hours
Product/Service (hands-on time on your project)	50 hours (outside of school) dedicated to the product or service – not the research paper
Presentation Preparation	5 hours

My student has shown me the Juanita High School Culminating Project Manual (available on the JHS website), and I understand all the guidelines and requirements. I give consent for the student to conduct his/her project (named below).

I also understand that credit is connected to specific classes as described below:

- CP Research Paper requirements fulfilled in English class
- CP project plan and presentation requirements fulfilled in 4<sup>th</sup> period class.

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- March 7/8, 2012: Culminating Project Presentation (with evidence)

<b>Parent/Guardian Signature</b>	
<b>Date</b>	
<b>Name of Student (print)</b>	
<b>Name of Project</b>	
<b>Student Signature</b>	
<b>Date</b>	
<b>English Teacher</b>	
<b>4<sup>th</sup> Period HR teacher</b>	