

**North Schuylkill Junior-Senior
High School
Graduation Project
Student Booklet**



2019-2020

**North Schuylkill High School
15 Academy Lane
Ashland, PA 17921**

Introduction

The North Schuylkill Graduation Project is a graduation requirement that complements the education our students receive in the classroom. The project provides the student with the opportunity for creative endeavor and community service. Students will select a topic of their choice involving community service.

After a student identifies a topic of interest, the graduation project committee will approve or deny the project topic. The Graduation Project will require students to identify community needs, consult resources, plan, develop and implement the project, and prepare and present an oral presentation.

In a successfully completed graduation project, students will demonstrate that they have applied, analyzed, synthesized, and evaluated information and communicated significant knowledge and understanding of their chosen work.

In order to complete the graduation project, students will need to demonstrate self-initiative. **The project is entirely student driven.** Advisors, resources, and others are available to assist students, but the students must initiate the request for support. The graduation project is designed to help students become active, contributing members of the communities they join after they complete their high school education.

Graduation Project Guidelines

Service-Learning Project

Service Learning is a method of learning through which students apply their academic skills and knowledge to address real-life needs in their own communities. Service Learning is a hands-on approach to mastering subject material while fostering civic responsibility.

- Students will conduct an original service-learning project that will in some way benefit the community.
- If done in a group, there may be no more than two students in a group.
- Each student/group is required to make all appropriate communications and obtain the documentation to fulfill project requirements.
- Photos, videos, or other visual evidence of project completion are also a mandatory part of this project.
- The finished graduation project presentation will demonstrate that each student has completed no less than 40 hours of documented community service through this project. Students may use up to 15 hours of community service already documented with our Guidance Department to meet this requirement. However, no less than 25 hours of work must be attributed directly to completing the Graduation Project. Students are responsible for providing documentation of all hours spent both on the project and on other community service at the time of the project presentation.
- Graduation Projects must be successfully completed to fulfill graduation requirements.
- Students are required to meet all project due dates and guidelines.

Oral Presentation Guidelines

The oral presentation is the final requirement prior to the completion of the graduation project. The oral presentation requires the student to explain to a group of administrators and faculty members all phases of the graduation project and offers proof of project completion. The oral presentation must adhere to the following guidelines and contain the following elements.

1. PowerPoint Presentation

- A PowerPoint presentation that reflects and explains the information the student learned while completing the project. It also needs to explain the process undertaken to complete the project.
- The PowerPoint presentation needs to be well-organized, grammatically correct, error free, and visually pleasing.
- If students are working in a group, only one PowerPoint presentation per group is required.

2. Oral Presentation Guidelines

- Students will be assigned a time and date to present and are expected to be prepared to present at this time.
- Oral Presentation must last a minimum of 10 minutes but should not exceed 15 minutes.
- All students presenting in a group must have equal parts in the presentation.
- Students must be dressed professionally and appropriately and **must adhere to the district dress code.**
- Students must demonstrate proper public speaking skills.
- At the conclusion of the presentation, students will be expected to submit documentation indicating they have spent a minimum of 25 hours completing this project and a minimum of 15 hours of other community service, if they choose to use this option. Otherwise, students will be expected to submit documentation indicating they have completed a minimum of 40 hours on the project itself.

2019-2020
Graduation Project Timeline

Monday, May 6, 2019 - Project Proposal form must be submitted by 2:30 PM on a first come first serve basis to Mr. Lucas. Or Mrs. Anderson.

Students may discuss questions or concerns about their projects/proposals with either Mr. Lucas or Mrs. Anderson before they submit their proposals. Please address your project proposal questions prior to the submission deadline. **Do not wait until the deadline to discuss these questions with Mr. Lucas or Mrs. Anderson.**

November 2019: Project Presentations

Graduation Project FAQ's:

What documentation do I need to show that I completed the minimum 40 hours required for the project?

If you choose to complete a minimum of 40 hours on the Graduation Project alone, then you should fill out the attached time sheet detailing each step you've done to complete the project. Your hours must be verified by the person supervising your project, as indicated by his/her signature on the time sheet. If you choose to combine up to 15 hours of community service already submitted to the Guidance Office with at least 25 hours of work on this project, then you must submit both a Graduation Project time sheet logging at least 25 hours of work and a document from the Guidance Office indicating the completion of 15 hours of other community service.

Can my mom, dad or another relative supervise my project?

We strongly suggest that the person supervising your project not be a relative. Your supervisor should be someone who is a member of the community organization with whom you are working and who is willing to help and guide you in your project.

Can I include the hours I spend creating my presentation power point in the total 40 hour requirement?

We will allow you to log up to two (2) hours on your time sheet for this work.

Can I collect money, collect other donations or have a bake sale for my project and not do anything else?

We expect you to identify a need in your community and work to help improve your community. While helping at one or more of the organization's fundraisers is appropriate, conducting your own fundraiser without supervision from the organization is not allowed. We expect that you will actually complete volunteer work for the organization. If you need clarification, talk with us.

What happens if my proposal is denied?

You'll need to resubmit a proposal. We usually offer suggestions to you on your proposal sheet, stating how you can improve your proposal to meet the requirements of the project. Of course, the best way to make sure your proposal will be accepted is to speak with us before the proposal due date deadline. Also, make sure you are as detailed as possible when describing your project on the proposal sheet.

What happens if my approved plan doesn't work out?

*If you run into problems with your approved plan, you must contact Mr. Lucas **AS QUICKLY AS POSSIBLE** and explain your situation. Mr. Lucas will guide you on your next steps.*

When should I do this work after my proposal has been approved?

You should start your project in a reasonable amount of time. We expect that the majority of your project will be completed by the time we begin the 2019-20 school year in August, 2019. Use the summer break wisely to get things completed.

How do I schedule a presentation time?

An announcement will be made in school asking you to sign up for a presentation time. You will be required to select a day and time by writing in your name and, if you have a partner, your partner's name in the appropriate space. Listen to the daily announcements during the Fall semester.

If I am working with a partner, do we still need 40 hours of time documented for each of us, or do we need a total of 40 hours of time documented between us?

Each individual must have a total of 40 hours of time documented.

What should I bring to my presentation?

You should have with you a completed, signed time sheet (and the document from the Guidance Office stating that you've completed up to 15 community service hours, if you are using this option), a way to access your PowerPoint presentation, and any visual evidence of project completion (brochures, flyers, posters, etc. created during the project).

When will I know if I successfully completed my Graduation Project?

We'll tell you as soon as you finish your project presentation. If we feel you need to do more to meet the requirements of the project, we'll tell you specifically what you need to do and when you need to finish the work. Once you have completed your presentation and have fulfilled all of the requirements for the project, you are one step closer to graduation!!

Fill out the following information about your graduation project and submit it to Mr. Lucas or Mrs. Anderson by the date on the back of this page.

Name: _____

Homeroom: _____

Name: _____

Homeroom: _____

Service-Learning

✓ Project Topic: _____

✓ Service Aspect of Project (Specifically state what you are going to DO as service to the organization.)

○ **Bad Example:** We will have a bake sale for a charity.

○ **Good Example:** We are working with our local American Legion to help them make repairs to their building.

✓ Community Organization: _____

Include the name and contact information for the person who will be supervising your project and confirming your project hours:

Name: _____

Contact Information: _____

Questions/Comments about Project/Proposal:

For Committee Use ONLY! Please do not write in the space below!

Accepted

Denied

Suggestions/ Comments:

Please submit to Mr. Lucas or Mrs. Anderson by Monday May, 2019 at 2:30PM!