

# **AMBRIDGE AREA HIGH SCHOOL**



**SENIOR PROJECTS  
2018 - 2019**

The Ambridge Area School District requires Seniors to complete a Senior Project for a graduation requirement. A Senior Project is a culminating assessment for High School Seniors and should be completed throughout the year. The main objective of the Senior Project is to prepare students for their future. Participation in the Senior Project Program will enhance the student's high school experience.

The Senior Project offers perspective and insight into the student's plans for their future through hands-on work in the field of their choice in a program designed just for them. All projects are designed to help the students explore possible careers or serve as a volunteer/ intern in the community. All projects require a minimum of **25 service hours**. Hours will be recorded on the project log. If a student is working with another student, **each student** will need **25 hours**.

Students must follow the schedule of requirements and meet **all** deadlines.

The best way to get something done is to begin.

~Author Unknown

Dear Seniors and Senior Parent(s)/Guardian(s):

As a graduation requirement, your son/daughter must satisfactorily complete, as defined by the assessment criteria, a student project during their Senior Year. Each student must complete the four P's. They are: **Project, Papers, Portfolio, and Presentation.**

- **Project:** Each student must complete one of the following: a career orientated project, or a community service project.
- **Paper:** Each student is required to submit the following writings: proposal paper, research paper, resume, and reflection paper. Students will be given the exact criteria to follow based upon the specific English Course taken.
- **Portfolio:** The students will be given a three-ring binder in which to put final copies, pictures, and documentations. This will be used as part of the Senior Project Presentation in May.
- **Presentation:** Students will orally present his/her projects to the Ambridge Area School District Staff. Each student will need to be professionally dressed and on time for the **ten minute** oral presentation.

**Possible Ideas:**

1. Assisting Highland students as homework helpers
2. Caring Place Children's Grief Awareness school-wide projects
3. Peer Tutoring opportunities
4. School-wide Penny Wars for charity
5. Awareness and education-based projects (take on projects about Autism awareness or Black history month and present at the elementary level or the community.)
6. Paper recycling
7. Hydroponics and community gardening
8. Ecology education via competition and teaching in the elementary schools
9. STEAM night
10. Tutoring any level
11. Accounting or record keeping for a business
12. Stats keepers for sports teams
13. Any mentor program
14. Big Brothers/Sisters
15. Coaching youth sports/cheer
16. Summer programming
17. Reading at public libraries

18. Reading/activities at the 8 week summer lunch program
19. Homework/tutoring support for peers and youth
20. Presentations/participation in elementary invitations, programs, and outreach
21. CYS Toy Drive
22. Clothing Drives
23. School Supply Drive
24. Build a picnic table to put around the school/field
25. Environmental club project
26. Travel to elementary schools/Junior high for after school tutoring
27. Travel to elementary schools and do science demos
28. Homecoming Parade/Dance/Game
29. Pink out games (coordinated with all sports/groups)
30. Mr. Ambridge
31. Relay for Life – The school district cant sponsor, but a community organized could
32. Blood Drive
33. Skill camps for youth sports (tennis/basketball/football/volleyball)
34. Volunteer at Old Economy
35. Volunteer at your or a community worship site
36. Volunteer at The Ladle Soup Kitchen
37. Volunteer at Center for Hope
38. Sponsor elementary dances/activities
39. Volunteer through Elementary PTA/PTO
40. Halloween Night
41. Our community libraries
42. Winter Olympics
43. Pittsburgh Marathon
44. Create a 5/10K as a fundraiser
45. Punt/Pass/Kick competition through Ambridge Rotary
46. Eagle Scout Project or Gold Award Project (Girl Scouts)
47. Ambridge Borough Spring Clean-Up
48. Floats for the Light-Up Night Parade
49. Paint Borough garbage cans
50. Volunteer with Pre-school or Head Start
51. New Horizon's fishing Derby at Ambridge Sportsman's
52. Fishing Derby (Elementary age) at Ambridge Sportsman's
53. Church camps
54. Teach religious education classes at a worship site
55. Special Olympics
56. Polar Plunge (organize student groups to raise money)
57. Reservoir water project
58. Voter registration drive

59. Day of giving
60. Classroom emergency kit
61. Day of kindness

**Contacts local organizations for volunteer:**

1. Highland Elementary School
2. Center for Hope
3. Local Magisterial Office
4. Laughlin Memorial Library (Ambridge)
5. Baden Library
6. Cranberry Library
7. Old Economy
8. Children's Hospital of Pittsburgh has many job shadowing opportunities
9. Punt/Pass/Kick – Ambridge Rotary
10. Ambridge Regional Chamber of Commerce
11. Franklin Center
12. VFW

**Contacts local businesses for job shadowing:**

1. Job shadowing within our school or other district schools to support students interested in education
2. Old Economy
3. Ambridge Regional Chamber of Commerce

# Senior Project Timeline

<b>Task</b>	<b>Timeframe</b>
1. Submit Senior Project Application 2. Parent and Mentor Signature forms	<b>4<sup>th</sup> Quarter Junior Year</b>
1. Senior Project Proposal 2. Senior Resume	1 <sup>st</sup> Quarter Senior Year
Senior Project Research Paper*	2 <sup>nd</sup> Quarter Senior Year
Five Paragraph Reflection Paper	3 <sup>rd</sup> Quarter Senior Year
Formal Business letter (Thank you letters)	4 <sup>th</sup> Quarter Senior Year
Senior Project Portfolio	<b>April 30, 2019</b>
Senior Project Formal Presentation	<b>May 17, 2019</b>

\*Research Paper requirements are based upon the course you take.

Research Paper requirements per course:

<b>Course</b>	<b>Requirements</b>
Communications IV	3-5 pages with 3 sources
Honors Communications IV	5-7 pages with 5 sources
College Communications	7-10 pages with 7-10 sources

Additional information/guidelines:

Facility use and scheduling

- Any student using school facilities will need to fill out a facility usage form and submit it to the Athletic Director a minimum of 6 weeks in advance of the event.
- After event has been approved, final schedule of events including times must occur a minimum of 14 days in advance.
- Use of district facilities will be limited to 4 hours in length.
- Events occurring Monday through Friday must conclude by 10pm.
- District will not be responsible for insurance covering events that occur off site.
- Publicity for events is the responsibility of the students.
- Publicity posted on the website or distributed district wide must be approved via school administration.
- Distribution of flyers and cost associated with copying is the responsibility of the students.

# Senior Project Application

Student Name \_\_\_\_\_

- All Projects must be **Community Service** or **Career Oriented** and be approved by the **Senior Project Panel of Department Heads** prior to starting the project.

What is the title of your project?

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Describe your project:

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If your project is approved, in what ways will your project benefit others/yourself?

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**APPROVED** \_\_\_\_\_

**DECLINED** \_\_\_\_\_

REASONS:



# PARENT PERMISSION

Student's Name: \_\_\_\_\_

I have carefully read through the Senior Project Information and understand the requirements of ALL phases of the Senior Project. I acknowledge and give permission for my son/daughter to do the following as his/her Senior Project (in the space below, please write down your son/daughter's topic).

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My son/daughter and I have read the requirements of the Senior Project and their respective due dates. I understand that the Senior Project is mandatory and deadlines are extremely important and need to be met.

Parent or Guardian's name (please print): \_\_\_\_\_

Parent or Guardian's signature: \_\_\_\_\_

Student's name (please print): \_\_\_\_\_

Student signature: \_\_\_\_\_

Date: \_\_\_\_\_

**\*Student must return form to Senior Communications teacher**

# STUDENT BASIC PROJECT INFORMATION

Student's Name \_\_\_\_\_

- All projects must be **Community Service** or **Career Oriented**

What is the focus of your project?

Describe you project:

Whom will you contact for permission? For example, if you are volunteering for the Human Society, then you would contact the Beaver County Human Society.

I will make the following contacts:

<b>Business / Organization</b>	<b>Phone #</b>	<b>Contact Person</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**\*Student must return form to Senior Communications teacher**

# What is the role of a Senior Project Mentor?

Senior Project is largely self-directed so the mentor's responsibilities tend to vary. Most often you will be asked to do the following:

- Work with the student to help fulfill his/her goals for the project.
- Work with the student to design a schedule to meet the 25 hour requirement.
- Reach agreement with the student on expectations regarding attendance, attitude, quality of work and responsibilities.
- Encourage the student to challenge himself/herself and take intellectual risks.
- Give the student regular feedback on his/her performance and progress.
- Complete the Sponsor Meeting Record form provided by the student.
- Notify the Senior Project Manager immediately if any concerns or problems arise.

## Mentor Information

*Please Print*

Student Name: \_\_\_\_\_

Mentor Name: \_\_\_\_\_ Title: \_\_\_\_\_

Mentor Daytime Phone #: \_\_\_\_\_

I agree to serve as a mentor for a student of the Ambridge Area School District. I understand that I must verify the student's work and document the number of hours that he/she spends working on the project. The student must spend a minimum of twenty five (25) hours outside of class time on his/her project.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# Project Proposal

Student Name:  
Homeroom Teacher:  
Section:

*TITLE*

## A. ABSTRACT

Write a 1-2 paragraph description of your senior project. Be specific and succinct. Name any people or agencies that you will need to work with, and identify the goal or outcome of your project.

## B. LEARNING STEPS

This section of the text will list your learning steps. These are the things that you will need to learn how to do in order to correctly complete your senior project. This should be a numbered list.

## C. PROJECT STEPS

This portion of the text is a numbered list that outlines the steps needed to complete the project. This portion also asks for approximate time allotments for each phase of the project. Be sure to total your time. It needs to be over 25 hours! Here is an example:

- |  |              |
|--|--------------|
| 1. Meet with Senior Class Sponsor regarding Homecoming | 1 hr         |
| 2. Call DJ to confirm services                         | 15 min       |
| 3. Sell tickets at lunches                             | 2 hrs 30 min |
| 4. Decorate for the dance                              | 2 hrs        |

## D. DOCUMENTATION

This portion of the text asks you to verbalize how you will document that you have actually completed the project that you have proposed. This should be a short paragraph describing your methods for documentation and can contain, but is not limited to photographs, journals, events, flyers, signed hours log, etc.

#### E. PROJECT JUSTIFICATION

This portion of the text explains what you will learn from this experience and how you will be giving back to your community. This should be conveyed in a short paragraph that highlights your desire to complete this activity and what you hope to gain from it.

#### F. PROJECT PAPER CONNECTION

This portion of the text explains how your research paper is connected to your project. If you do not currently have a topic in mind for your senior research paper, think about a question that you would like to know more about and try to find a connection between your work and your question.

#### G. ACADEMIC HONESTY

As a student, you must copy this statement and sign.

I know it is illegal to copy someone else's words without giving them credit. It is also illegal to fabricate information and/or have someone else write any part of my paper or do my work on the project. Any of these things constitutes plagiarism and violates the school's Academic Honesty Policy. To do so will result in a failing grade on the paper, the project, or both, and if guilty, I will not graduate, or take part in the ceremony.

\_\_\_\_\_ (student signature)

#### H. COMPLETION DATES

This portion of the text again lists the steps that will be taken (or have been taken) to complete your project. Paired with these steps is the completion date (be accurate), or the anticipated completion date. Again, here is an example:

- |  |                                   |
|--|-----------------------------------|
| 1. Meet with Senior Class Sponsor regarding Homecoming | September 15, 2015                |
| 2. Call DJ to confirm services                         | September 16, 2015                |
| 3. Sell tickets at lunches                             | October 1-10 <sup>th</sup> , 2015 |
| 4. Decorate for the dance                              | October 10, 2015                  |

## I. COSTS

This section of the text indicates any of the costs that your project will experience. Additionally, this section should indicate how these monies will be raised and if donating money, what group/cause will be receiving the donation. If a donation takes place, the writer should also indicate what this is the charity of choice.

## J. FACILITIES PERMISSION

This section of the text breaks down any facilities (school or otherwise assigned) that will need to be utilized during any part(s) of your project.

## K. CONSULTANT CONTRACT

This section of the text indicates and explains any outside consultant (school or otherwise assigned) that will need to be utilized during any part(s) of your project. If this section does not apply, simply state, "This project will not utilize an outside consultant."

## L. CLIENT CONTRACT

This section of the text indicates and explains any outside clients (school or otherwise assigned) that will need to be utilized during any part(s) of your project. If this section does not apply, simply state, "This project will not utilize an outside client."

## Five Paragraph Reflection Essay

The **Reflection Essay** is a five paragraph essay. It is an “overview” of yourself and project. Please follow the following format.

**Paragraph One:** This paragraph is the introduction. This is where you will “introduce” yourself. You will write a brief biography about yourself and lead into your project title.

**Paragraph Two:** This paragraph is where you write how you became interested in this topic.

**Paragraph Three:** This paragraph is divided into two parts. First you will talk about what you learned from you research paper. The second part will be about what you learn from the actual project.

**Paragraph Four:** This paragraph is where you talk about what you learned about yourself during the project. For example, some students learn that they are procrastinators, while others learn they truly love the job they were interning for. Basically, you will reflect on yourself and work ethic.

**Paragraph Five:** This is your conclusion. You will “sum up” your overall experience.

Date:	Tasks Completed:	Advisor's Signature

*\*Make as many copies of this page as needed.*