Mission Statement: The Lee High School Senior Capstone is designed to prepare and educate students for paths in higher education, vocational training, and the military. The course provides seniors with several culminating experiences while readying them for graduation.

Teachers
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LHS Senior Capstone ~ Table of Contents

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*This guide is subject to changes and/or acquire updates.
Required Checkpoints

ALWAYS CHECK YOUR STUDENT EMAIL FOR UPDATES.

Students must **complete and pass** all checkpoints to pass Senior Capstone and graduate from LHS:

March 14 - Senior Capstone class begins for all seniors.
March 15 - Senior Capstone class and career pathways.

*Meet in library for each hour* (Research presentation with Mr. McGee)

March 16: Sarah Woods and Technology, Weebly, etc.
March 18 – Career Pathway and Essential Question Chosen

*CONTRACT DUE*

March 21 or 22 - Officer speaking - Law after HS

**March 25 - Project proposals due**

**March 28 – Capstone Rough Draft MLA paper DUE**

(Release for individual students begin as paper/other requirements are approved.)

March 31 – Mentors acquired (All forms completed)

**April 18 – Final Draft of paper due**

April 22 - *Mystery Masquerade Prom*

April 29 - Mentor Interviews Due

May 2 - 6 --> 5 minute mandatory presentations

**May 6 – 18 Volunteer Hours DUE (Cahoon)**

**May 6 – All fines paid (School, Junior/Senior dues, etc.)**

(Snyder/Cahoon)

**Week of May 9 - A run through for 5/19 using Technology in OAC/Gym (CURRY)**

**May 15 – All Credit Recovery/Night School requirements, etc. DUE (Warmels)**

May 19 – Senior Showcase 2016 (Panel from 5:45-7:00 & community, guests, parents from 7-9)

May 20 - Online survey to be taken

May 22 - Baccalaureate

May 24 - Senior Awards Assembly

**May 25: ALL requirements due = LAST CHANCE.**

May 26 – Senior Breakfast/Graduation 2016!

**There will be speakers during capstone:** TBA.

**You are not to be missing/skipping other courses and/or extracurricular activities for Capstone!**
Grading
The course is graded pass/fail. Students must meet all requirements of the course to pass.

Lee High Diploma
Students must meet all of the following requirements to receive his/her diploma:

• **NO late submissions** on any of the checkpoints
• Participation in the Senior Capstone Presentation
• An approved Capstone paper
• An exemplary project
• Academic requirements fulfilled
• 18 Volunteer Hours Completed AND Approved
• All fines-dues paid

Absences
• Students who know in advance that they will miss class, including for school-related activities, **must hand in assignments prior to the absence**, or assignments are considered late
• Students who are ill or otherwise excused should check their capstone teachers blog and/or your email to understand any information missed (NOTE THAT MAJOR DUE DATES ARE STILL IN EFFECT WHETHER YOUR ABSENCE IS EXCUSED OR NOT.)
• If you are absent more than twice between March 14 and May 6, you may be required to attend Capstone Friday Schools.
• **Capstone Friday Schools will be held for those who owe work and for those who want to complete work - dates to come later!**
**Academic Dishonesty**

The Academic Dishonesty Policy is as follows:

Students who cheat on any assignment will:

1\textsuperscript{st} Offense = receive a zero on that assignment with no opportunity to recover lost points, a detention or Friday School and the incident will be reported to your parents and to administration. A warning will be given.

2\textsuperscript{nd} offense = receive a zero for the trimester grade, a Friday school and potentially banned from walking at graduation up to not graduating with the Class of 2016.
Capstone Contract
Contract for the Lee High Senior Capstone 2016

This contract designates that you have a plan to complete your course work. In Senior Capstone, this means that you will complete all work towards your project and present in an exemplary fashion. This also means that you will observe all due dates and that you understand the policies and consequences. Complete the contract below in cooperation with your Senior Capstone teacher.

I __________________________________ plan to work toward a successful Senior Capstone experience.

In order to meet the requirements of the LHS Senior Capstone, I will:

1. meet ALL deadlines with NO late assignments/requirements
2. participate in the Senior Capstone presentations on May 19, 2016.
3. observe all school rules while in and out of the classroom during Senior Capstone
4. create a quality paper and project that fulfills the requirements of Senior Capstone
5. Class Structure - You are required to attend ALL mandatory seminars. On the other days of the week, you are expected to be working on your required deadline assignments. Although we encourage you to leave school to work independently, you must sign out with your Capstone teacher each day. Options for places to go would include public libraries, coffee shops, job sites, job shadow placements, internships, local colleges, prospective employers, etc. (Abuse of this privilege will result in loss of off-campus opportunities and/or deadline adjustments.)

***First Infraction = Meeting with Capstone teacher(s) and consequence
***Second Infraction = Meeting with Capstone teacher(s), principal and parent
***Third Infraction = Cannot walk with class with the possibility of loss of all graduation privileges including and up to prom, senior safe night, senior breakfast, etc.

***Consequences can be adjusted by Senior Capstone teachers and/or the principal(s)

-------------------------------------------------------------

If you adhere to the guidelines, meet the deadlines, and put forth your best effort, you will know that you have been successful in a life-long learning experience.

Student signature:_____________________________________________________________

Capstone Teacher signature:_________________________________________________________

Parent/Guardian signature:_________________________________________________________
Mentor Interviews

Mentor Interview #1 - Senior Capstone LHS 2016
Student Name ____________________________________________
Senior Capstone Topic ____________________________________________

Mentor Name: ____________________________________________
*Email Address ____________________________________________
*Phone Number ____________________________________________
Company/Business ____________________________________________
Career Field ____________ (ie. Business, medical, education, marketing, etc.)

Mentor Interview #2 - Senior Capstone LHS 2016
Student Name ____________________________________________
Senior Capstone Topic ____________________________________________

Mentor Name: ____________________________________________
*Email Address ____________________________________________
*Phone Number ____________________________________________
Company/Business ____________________________________________
Career Field ____________ (ie. Business, medical, education, marketing, etc.)

Sample Questions to Personalize & Add to your Research Paper & Weebly

Education/Preparation:
How much formal education is needed in your field?
What sort of special training or advanced degree is required?
What are the important characteristics (personal traits/qualities) for someone entering this field?
What kinds of experience do employers want?
What kinds of extra-curricular activities and/or volunteer experiences would be beneficial?
Are there minors/electives/special knowledge and skills that would be helpful in this field?
What are the most important skills someone should have to find success in this occupation?
What types of part-time, full-time or summer jobs should I be doing right now which may prepare me for this career path?
What personal attributes/qualities do you think are important for career success?
What specific skills or personal qualities are important?
Working Conditions:
What is your job title?
Would you please describe your organization (its goal, size, structure, etc.)
What type of training did you receive when you started your first job?
What is the typical career path in this field?
What are the entry-level positions?
How many hours per week are you expected to work?
Do you put in additional hours?
What other things are expected of you outside of working hours?
What is a typical day on the job like for you?
What are the most satisfying and the most frustrating parts of your work?
In what ways can this job be stressful?
How much variety does this job involve?
What is the pace of work?
What times of year are busiest/slowest?
In what ways is travel a factor in this job?
What are pressures that you contend with?

Industry/Advancement:
How has the field changed since you first started your career?
What trends/challenges for this field do you see the future?
What is a major challenge you face today?
How is the job market for your field in this area of the country?
Is it difficult to find an opening?
Is there an area that's best for starting such a career?
How long should I expect to stay in an entry-level position?
What are the opportunities for advancement?
What would be the next step in a career path for a job like this?

Networking:
How did you find your first job after graduation?
What avenues did you explore to find job openings in your field?
What role does networking play, if any, to help break into this field?
How important is it to know someone in the industry?
What professional associations or organizations are useful to belong to in this field?
What magazines, journals, web sites are important to read in this field?
Are there any professionals in your network that you would suggest I talk to?

About Your Mentor:
What is your background?
Describe your career path. How have you progressed to your present position?
Why did you get into this field?
Did someone/something significant impact choosing this career?
Do you belong to any professional affiliations?
Do you read any field-specific journals or magazines?
What are the things you find personally rewarding in your career?
What are the things you find frustrating or disappointing?
If you were starting out again, would you plan your career the same way?
What would you do differently?
If your job were suddenly eliminated what other kinds of work could you do?
Advice/Other:
What was the most surprising part of your transition from high school/college to work?
Do you have any additional information that might be helpful?
What advice do you have for someone planning to start a career in this field?
What do you see as the biggest challenges new graduates face when they enter your industry?
What are some other jobs in your field that are similar to your own?
Senior Project Proposal Form

LHS Project Proposal

Senior Capstone 2016

Career Pathway **Area of Interest:**

______________________________

Narrowed Topic:

______________________________

Essential Question

______________________________

Project/Showcase Description:

______________________________

______________________________

______________________________

______________________________

______________________________

______________________________
1. What personal interest do you have in this topic? Why have you chosen this topic for your Senior Project/Showcase?

2. What research questions will you seek to answer? What kinds of sources might you look for?

3. Who is a person (specifically, or in general) with experience or expertise in this field you might interview? What understanding do you hope to gain from this person?

4. What situations, events, or places could you observe or experience to gain insight into your topic?

5. What challenges might you encounter with your research or project? What assistance or tools will you need to overcome them?

6. What other questions or concerns do you have about your Senior Capstone Project at this time?
Research Paper Overview

Assignment Summary
*Write a 750-1250 word paper that demonstrates an informed, research-based perspective with a focus on a career pathway, career field and project you have chosen using your mentor interviews.

Purpose
To show a thorough, research-based understanding of an issue based on an essential question. At the same time, you will be demonstrating a culmination of high school language arts skills.

Writer’s Role
Using the third person perspective, you will be writing as yourself, an informed student researcher who is sincerely curious about a particular problem or issue that needs to be addressed. Superior papers will exhibit a sensitive awareness of the mindset of an identified audience, skilled use of language, and a distinctive sense of “voice.”

Audience and benefit
No matter who your audience is or what issue you choose to tackle; superior writing is often distinguished by its accessibility to all intelligent adults. Your teachers will be looking for writing that is both convincing and clear.

Form
Paper should follow the conventions of Standard English; run from 3-5 pages (750-1250 words) double-spaced (12 point Times New Roman); and should employ the MLA format for all documentation.

Assessment
Your paper will be assessed based on your ability to present and support your own perspective of an essential question, to write clearly and convincingly for your audience; and to maintain a voice that is individual, compelling and engaging.

Deadlines: March 28 (Rough draft) and April 18 (Final draft)

*This is not a paper on the career itself.
Lee High Senior Project Research Paper Checklist

CONTENT

_______ My thesis statement is centered around a career pathway essential question and is viable.

_______ On every page, I have connected the content to the thesis at least once.

_______ I have justified the significance of each citation.

_______ My support is solid and credible.

_______ My paper flows.

FORM

_______ My thesis statement (centered around an essential question) is written in the first paragraph and BOLDED.

_______ My entire paper is written in a 3rd person point of view (No “I” statements)

_______ My paper has at least five (5) in-text citations. (No more than 40 words each.)

_______ In my paper, I have referenced at least five (5) different resources.

_______ The length of my paper 750-1250 words long, DOUBLE SPACED.

_______ My paper is typed with a font size of 12 using Times New Roman.

_______ My essay is typed, double-spaced on standard-sized paper (8.5" x 11") with 1" margins on all sides.

_______ My essay includes a Works Cited page.

_______ I followed the MLA guidelines given. Please see the following for more information: https://owl.english.purdue.edu/owl/resource/747/01/
Project Ideas
This is not an exhaustive list, nor is it intended to be a menu of choices. Rather, it should serve to inspire your imagination about acceptable project types. You are encouraged to think for yourself and develop your own projects suited to your interests and purposes with the assistance of your Senior Capstone teacher(s).

Showcase Ideas
Design a Fashion Line
Learn Sign Language
Jewelry Making
Study of Music Over the Years
Dance and its Various Forms
Event Planning
Senior Slideshow/Video K/12
Wishing Tree for those in need
Through the years - Interviews with every generation
Nutrition Analysis
Sex Trafficking in Michigan
Design an App
One Man/Woman Musical
Restore an engine
Documentary
Stats and Fantasy Sports
Forensics (Inside the mind of a murderer)
Photography Portfolio
Exploring Presidential Campaigns
Athletic Training - Shadowing Spring Sports
Pay It Forward Project
Exploration of Politics

And more....

<table>
<thead>
<tr>
<th>Events</th>
<th>Considerations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefit Dinner/Auction/Other</td>
<td>Event will need to occur prior to May when Senior Projects are presented; artifacts of planning and event should be collected as</td>
</tr>
<tr>
<td>Charity Event</td>
<td></td>
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</tbody>
</table>

Events
<table>
<thead>
<tr>
<th>Youth Sports Clinic</th>
<th>part of project; these can be collected in a book so that the event could continue in future years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fashion Show</td>
<td>One student is allowed for each sports clinic (ex. One person may hold a football clinic, one may hold a softball clinic, etc.)</td>
</tr>
<tr>
<td><strong>Commercial Enterprises</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Sample Project</strong></td>
<td><strong>Considerations</strong></td>
</tr>
<tr>
<td>Product (e.g. invention, think <em>As Seen On TV</em> type or infomercial type products)</td>
<td>Any business venture that can be sold because it meets a need for a market that is not currently being met.</td>
</tr>
<tr>
<td>Business</td>
<td>Start a new business. Keep artifacts of the business to show its development and success or failure. Business would ideally continue beyond Senior Capstone.</td>
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<thead>
<tr>
<th><strong>Sample Project</strong></th>
<th><strong>Film</strong></th>
<th><strong>Considerations</strong></th>
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<tbody>
<tr>
<td>Documentary</td>
<td>Original, professional-quality film that addresses a cause in either direct or indirect ways. Should be</td>
<td></td>
</tr>
<tr>
<td>Music</td>
<td>Sample Product</td>
<td>Considerations</td>
</tr>
<tr>
<td>--------------------</td>
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</tr>
<tr>
<td>Concert</td>
<td>Original, professional-quality music developed, written, and rehearsed over time. Inspired and influenced by study of recording, concert presentation, and the music or artists that serve as inspiration. Final performance will be your presentation.</td>
<td></td>
</tr>
<tr>
<td>CD / Recording</td>
<td>Original, professional-quality music and sound recording developed, written, rehearsed over time, and professionally recorded. Inspired and influenced by study of sound.</td>
<td></td>
</tr>
<tr>
<td>Literature</td>
<td>Sample Product</td>
<td>Considerations</td>
</tr>
<tr>
<td>------------</td>
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</tr>
<tr>
<td><strong>Book of poems</strong></td>
<td></td>
<td>Write a variety of poetry and design a published form to be shared at your presentation.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Medical</th>
<th>Sample Product</th>
<th>Considerations</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Nutrition Research</strong></td>
<td></td>
<td>Follow a variety of individuals eating and exercise practices over the course of the trimester. Then, develop an eating/exercise plan based on best practices.</td>
</tr>
</tbody>
</table>
**CAPSTONE Weebly Requirements**

___ I have created a Weebly.

___ My Weebly is shared with my capstone teacher.

___ I have uploaded the Capstone Course Guide for reference.

___ I have uploaded a calendar of my due dates for the trimester.

____ I have written a brief update of my week (due each Friday.)

___ My Mentor Interviews have been uploaded.

___ My Project Proposal has been uploaded.

___ My Rough Draft has been uploaded.

___ My Final draft has been uploaded.

___ I have written a reflection after everything has been completed.

**Other Requirements/Categories to be given**
Sample Papers

Teaching Focus Intro

Since the beginnings of time, teaching has been a career choice many have taken. While every educator has different reasons for why they entered this profession, they all had one thing in common - the need to impact the lives of children and young adults. There are five different types of teachers as follows: practitioners, moderates, idealists, and rationalists, and these teacher types all have their own personalities, own goals and personal motivations that drive their time inside and outside the classroom. These underlying beliefs are the foundation for the success in their role, the affect they have on their students and finally, their own motivation as to why they have chosen the teaching profession.
Career Tests

https://sites.google.com/a/lockhart.txed.net/thess/career-cruising---college-and-career-research

http://www.keirsey.com/