Lake City High School
6101 N. Ramsey Rd.
Coeur d'Alene, ID 83815
208-769-0769
September 2017

Do Not Put In Portfolio

Dear Parents/Guardians of the Class of 2018:

As your student may have indicated to you, seniors are required to complete a Senior Project. The Project has three components: a project (product); a research paper; and a presentation and portfolio. The Project will call upon your son/daughter to use the skills he/she has acquired and practiced throughout twelve years of formal education.

The first component of this Project is the actual “hands-on” experience or product. The student will need a mentor who will provide some expertise on the project and verify that the student has done the work. The project is to be worked on and completed outside the regular classroom and school hours during the first half of the school year. For the project component of Senior Project, my son/daughter has decided to do the following:

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I understand that at least 15 hours must be logged and all hours must be signed off on by myself and the mentor. Any project where my student collects money or items, my student must provide a paper trail of items or money received and where said items or money went. I understand that any money collected or donated for my student’s senior project must benefit the community. In order to complete the activity described below, my student will need access to the following resources and assistance:

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________
The second component of this Project is the research paper. The paper will require the student to use specific skills such as research, organization, and time management to produce a fairly lengthy document which has been typed or word processed.

The last component is an oral presentation given by the student. During this presentation, the student will explain the learning that occurred in completing the research and project. In addition to the presentation, students will compile a portfolio that documents the entire process—research and project.

One of the objectives of the Senior Project is to teach students to prioritize their time in order to meet deadlines. Due dates for the components are given many weeks in advance, and students are expected to meet them. Not being in school on the day of a deadline does not excuse a student from the responsibility of turning the item in on the required date. The student is expected to arrange to have the item delivered to school either by a friend or a parent, or electronically.

A successful Senior Project involves student initiative and self-discipline as well as parent and teacher support. We hope you will become involved with your son/daughter in the Project. If we all work together, this will be one of the most rewarding experiences the students will have in high school. If you have any questions, please contact your student’s English teacher.

As a parent/guardian of a student at Lake City High School, I am aware that my son/daughter must pass all three phases of the endeavor: Project, Research Paper, and Presentation/Portfolio, in order to graduate.

I fully understand that the Senior Project selection decision is made independently of the staff and administration of the high school but is subject to school approval. It is assumed that costs of related activities will be minimal; however, the decision concerning expenditures is up to the student and his/her parent/guardian. I, therefore, assume all responsibility for costs which might be inherent in the Project. It is assumed that the Project will meet two of three established criteria and will not involve unusual risk. If the Senior Project Coordinators feel that there is unwarranted risk, parents will be notified before approval is given and may be asked to assume liability.

I understand that if my student does not satisfactorily complete any portion of the Senior Project (Project, Paper, Presentation, Portfolio), he/she will not participate in graduation ceremonies until completion. If students cannot make these deadlines due to extenuating circumstances, he/she may appeal the deadlines to the Senior Project Committee prior to the due dates. The diploma will be held until successful completion of the Senior Project.

I have read the Senior Project manual and understand the requirements that our son/daughter must meet in order to receive a diploma from Lake City High School.

Finally, both my daughter/son and I understand that falsifying or plagiarizing any aspect of the Research Paper or Project will result in failure of the Senior Research Project.

Parent/Guardian Signature________________________________________________________

Parent’s e-mail address or phone number_______________________________________________________________________

Student Name (Please print)_______________________________________________________________________________

Student signature_________________________________________________________________________________________