

Williamstown Sr. High School Senior Exit Project

Purpose:

- For graduating seniors to participate in a process of self-evaluation, reflection, and goal setting as they begin the transition from high school to college/vo-tech setting, career/workplace, or military service.
- For school personnel to gain valuable information on how to further prepare students for life after high school.

Process:

- Students submit a letter of application for graduation to the Graduation Committee
- Students submit a professional resume
- Students are required to *bring one incoming freshman* to sit in on their senior exit presentation.

During the presentation, time will be given for the senior to offer advice and for the individual to ask specific questions.

- Students are required to participate in *at least 10 hours of community service*
- Students will present a presentation in front of a panel of that will consist of administrators, teachers, and community representatives.
- The panel will evaluate the presentation.
- Students must score a *75 out of 100 to meet the graduation requirement*
- Students who do not score a 75 or higher will have one opportunity to raise their score to the level needed to meet the graduation requirement.

Rubric:

- Letter of Application: 20 points
- Resume: 15 points
- Community Service: 15 points
- Peer Advice: 10 points
- Presentation: 40 points

Graduation Committee:

- High School Principal (Chairperson)
- High School Counselor
- High School Teacher
- Instructional Supervisor
- FRYSC Coordinator
- Community Representative

Letter of Application

- 1 page
- Typed in 12 point font
- Follow business letter format
- Audience:
 - Graduation Committee
- Purpose:
 - Evidence of Growth
 - Achievements
 - How Williamstown has prepared you for life after high school
 - Future Plans
- Remember to check for spelling, grammar, and punctuation Resume

Resume

- Typed in Standard Business Format
- Items you may want to Include:
 - Objective
 - Personal Information
 - Education o Skills/Abilities
 - Extra/Co-Curricular Activities
 - Community Service
 - Work Experience
 - Honors/Awards/Recognition

Presentations

- Students must make presentations to the graduation committee. The presentation should show that a significant amount of time and effort was put into the preparation. The purpose of the presentation is to showcase a talent or an area of interest that students will be pursuing after high school. Be sure to include how Williamstown Schools has helped you to develop the talent or area of interest.
- Examples include;
 - Demonstration of individual talent in the fine arts
 - Develop and present a brochure of advice for incoming freshman
 - Present a community service project
 - Present your plan for the next 10 years of your life.
 - Recite a speech from history or literature that has had a profound effect on you.

Community Service

➤ Students must participate in a minimum of 10 hours of community service during their senior year to receive the maximum 15 points. The same hours may not be used for two different organizations. For example, if students are members of the National Honor Society they may not count the same hours to meet both requirements. Furthermore, students must receive the service in the name of the school. Therefore, the service may not be tied to a church project or other organization. Also, fundraising may not count as community service. Students will use the Community Service Record sheet to document hours of community service. Students are encouraged to donate their time within our community, but may go outside of the community to fulfill the hours. Points will be deducted for hours less than 10. See official scoring guide.

Peer Contact

➤ Students are to select one incoming freshman to sit in on their presentation. 10 points will be given for securing the individual to be at their presentation and for reflecting on their high school experience and passing along advice to the individual.

Other Expectations

- Students are to dress appropriately in a businesslike manner
 - Males: suit or dress slacks, dress shirt, tie, dark socks, dark shoes
 - Females: suit, dress, dress slacks or skirt with a blouse, sweater, or jacket, dress shoes
- Introduce self to panel members
- Smile
- Be confident
- Give eye contact to all members of the panel
- Use gestures if needed, but not too many
- Talk loud enough for all to hear
- Speak slowly to be understood and avoid talking monotone
- Choose the best words to use. Avoid “you know what I mean” “stuff” “things”
- Be enthusiastic about your accomplishments and your future plans.

Scoring Guide

Letter of Application (20 Points)

- 20 points: Letter is Purposeful, insightful, one page, correct business format, control of spelling, grammar, and punctuation, and received on time.
- 15 points: One area from above is not included (Most likely the letter is not insightful)
- 10 points: Two areas not included
- 5 points: Three areas missing/incorrect from above list
- Points will be deducted for letter not received on time!

Resume (15 points)

- 15 points: Appropriate content, appropriate format
- 10 points: Content/format not appropriate
- 5 points: Content and format not appropriate

Presentation (40 points)

- Content of presentation/interview, originality, (15 points)
- Student Response to questions, clarity and completeness of presentation (15 points)
- Appearance, eye contact, enthusiasm, attitude (10 points)

Community Service (15 points)

- 15 points: Minimum of 10 hours
- 10 points: 7-9 hours
- 5 points: 5-6 hours
- 0 points: less than 5 hours

Peer Contact (10 points)

- 10 points: Secured incoming freshman and answered questions/gave appropriate advice
- 5 points: Secured incoming freshman, advice lacking/inappropriate answers given
- 0 points: No peer contact made.

Community Service Record Sheet

<i>DATE</i>	<i>Description of Event/Event Location</i>	<i>Hours Completed</i>	<i>Comments</i>	<i>Sponsor Signature</i>

Total Hours _____

Williamstown Sr. High School

300 Helton Street
Williamstown, KY 41097 859-824-4421

Brandy Feagan, Principal and Caryn Scheiding, Counselor

Senior Exit Commitment Form (Due: _____)

Full Name: _____

Please give a brief description of what you will be presenting.

Will you need any special arrangements; e.g. use of piano, easel, lab equipment, etc.? (Note: A computer will be available, but you must have your presentation on a personal flash drive).

Please list the name of the underclassman you are bringing to your presentation.

To be filled out by Graduation Committee:

Presentation will take place on _____ at _____.

Senior Exit Project Evaluation Form

Student Name _____

Letter of Application (20 points possible)

20 points: Letter is Purposeful, insightful, one page, correct business format, control of spelling, grammar, and punctuation, and received on time.

15 points: One area from above is not included (Most likely the letter is not insightful)

10 points: Two areas not included

5 points: Three areas missing/incorrect from above list

Resume (15 Points Possible)

15 points: Appropriate content, appropriate format

10 points: Content/format not appropriate

5 points: Content and format not appropriate

Presentation (40 Points Possible)

Content of presentation/interview, originality, (15 points)

Student Response to questions, clarity and completeness of presentation (15 points)

Appearance, eye contact, enthusiasm, attitude (10 points)

Community Service (15 Points Possible)

15 points: Minimum of 10 hours

10 points: 7-9 hours

5 points: 5-7 hours

0 points: less than 5 hours

Peer Contact (10 Points Possible)

10 points: Secured incoming freshman and answered questions/gave appropriate advice

5 points: Secured incoming freshman, advice lacking/inappropriate answers given

0 points: No peer contact made.

Comments: _____

_____ **Total Points (100 points possible)**