

Capstone Course: Release for Community Experience

Your son or daughter is currently enrolled in a Capstone level course in our school district. Beginning with the Class of 2013, all Chanhassen and Chaska High School students are required to complete a Capstone Course before graduation. A Capstone Course is a project-based class that immerses students in an authentic 'real world' experience. Students select a project within the course that uses the central concepts and principles of the course discipline. Capstone courses are taken in primarily the junior or senior year of school.

As a part of this course, your son or daughter may need to leave the school campus to conduct observations, interview experts in the field, set up internships, etc. The purpose of this communication is to inform you of that possibility and establish parameters for communication regarding Capstone-related absences.

Absences related to this Capstone course must meet certain criteria. Those criteria require that the **absence be either during the Capstone course class period or during WIN time.** In all cases, the instructor of the course must approve the absence. We do recognize that some Capstone projects may require an absence beyond the class period or WIN time. In this extenuating circumstance, this absence must be handled like a "leave school permit" through the house office and must be signed-off by the Capstone teacher.

A driving contract form, found in the house office, must also be filled out and signed by both the student and parent.

We ask you to read each of the following statements below and initial next to the statement that meets your expectations. Any absences for Capstone-related work will be coded as a "field-trip".

Student Name: _____

Attendance Permission Form

_____ My son or daughter may leave the school site for their Capstone-related absences without additional permission from me for each absence during their Capstone Class period and/or WIN time. I understand that any absences outside of the Capstone class period and/or WIN time will require special permission from me. I must call the house office to excuse my child and the special absence must include a sign-off by their Capstone teacher.

_____ My son or daughter must obtain permission from me for each absence. I understand my son or daughter is responsible for getting my written permission prior to any absence from the Capstone Course.

Transportation Permission Form

I give my permission for my son/daughter, _____,
(Name of Student)

_____ To transport other student/s to a Capstone related meeting for which CHS does not provide transportation.

_____ To be transported by another student to a Capstone related for which CHS does not provide transportation.

on _____ as they drive to _____.
(Date/Period) (Destination)

I verify we have appropriate insurance, and that District 112/Chaska High School will not provide insurance coverage for this trip, and any cost incurred due to an accident or other happening on this excursion will be my responsibility and that of my insurance company.

(Signature of Parent)

(Authorization of Teacher)