Purpose of the Project

- Seniors are given the opportunity to conclude their educational experience and graduation requirements by:
    - Offering community service to an area in or around Scotch Plains, Fanwood and the surrounding region, in support of the greater good
    - Engaging in an internship with a merchant, businessperson, or other organization or professional for the purpose of career exploration
    - Engaging in a project of their own interest under the supervision of an individual who has expertise related to the student's endeavor

Criteria of the Project

- Must be approved by the Senior Project Faculty Committee and Principal
- Must be in the form of a contribution to an organization or to the community, connecting with the student's career aspirations or personal interests, with no payment to the student
- If the project is connected with an organization, it must be one with which the student has no outside family relationship

Structure of the Project

- Research: Students will study and document source materials about their topic
- Writing: Student writing will include the following: initial application; formal proposal; research documentation; daily journals; and summative presentations
- Interviews: Students will interview those individuals from whom they are learning
- Field work: Students will engage in field work over a month's time, consisting of at least 25 hours per week and at least 4 hours per day (with documentation of hours provided). Students are not permitted to conduct a Senior Project that involves working from home.
- Status update meetings: Students will meet with assigned staff to update their progress once per week throughout the four weeks of field work.
- Summative presentations: Students will conduct a final presentation to the cohort, with each student presenting for a minimum of 10 minutes and then students and faculty leader discussing the projects from this cohort in the Harkness method; secondly, students will share with the full school via a Gallery Walk. Both presentation and gallery walk will include a product that shows tangible results of the work the student did.

Eligibility

- Grades: Students must have an all-course GPA of 2.5 or higher, calculated after the third marking period of their senior year. A student must have a C or higher in all classes for each marking period in which they are enrolled, with two exceptions: For a full-year course in 2025-26, students with a single marking period of C- will remain eligible if their full-year average is above 75; and in the case of a half-year, Semester 1 course, students with a first marking period grade of D will remain eligible if their second

marking period grade is 85 or higher. In addition, student eligibility for Senior Project can be revoked if the student has a grade of D or lower in MP 4 by the time the Senior Project begins.

- Attendance: Students cannot exceed 9 chargeable absences for any full-year course or 5 chargeable absences for any half-year course, and students cannot have excessive tardies for any class.
- Conduct: Students who have been assigned out-of-school suspension during their senior year or who have engaged in behavior inconsistent with the safety and wellness of our school community are not eligible.

Timeline & Criteria for Acceptance

- Information on Senior Project goes out to students in December
- Students interested in being considered for SP eligibility can begin submitting initial applications, which focus on area of work and mentor(s)
- Principal and SP Faculty Leaders review applications and give approval for research on rolling basis
- Students conduct research and plan for formal proposal after approval for research
- Formal presentation - five-minute presentation to the student's Senior Project Faculty Leaders, including submitted research and written proposal - April faculty meeting
- Final eligibility determined - mid-April (after MP 3 report cards are finalized)
- SP Faculty Leader recommendations to principal - late April
- Final approval for students to move forward with senior project - late April
- Senior project field work, journals, weekly meetings - mid-May to mid-June (May 18-June 12, with presentations June 15-18 & 22; gallery walk on June 22)

Faculty - Sr. Project Roles

- Senior Project Faculty Leaders
    - Review initial application
    - Hear each student's five-minute formal presentation, review formal proposal and research, make recommendation to principal (April faculty meeting for presentations, April dep't meeting for review and recommendation)
    - Meet weekly with the assigned cohort students during SP field work, review journals and documentation of hours
    - Hold a 75-minute summative in which the students in each cohort present their projects (min. 10 minutes apiece) and discuss them in Harkness method
    - Make suggestion to principal for senior project credit on day of presentation

- Senior Project Mentors
    - Not required, but faculty members can choose to hold these positions as well. A faculty member cannot hold the role of SP Faculty Leader and Mentor for the same student.

Student Expectations

- No more than two absences during Senior Project - more results in removal from the program and return to traditional classroom activity.
- Students who are found to be acting in violation of the Senior Project agreement will face removal from the program and return to traditional classroom activity.
- Failing to meet with faculty leaders for check-ins will result in removal from Senior Project program.
- Removal from the program due to attendance or behavioral issues will also require students to make up missed work from their traditional classes at the teachers' convenience. This could jeopardize the student's ability to graduate.
- If a student does not report for the summative presentation, that student will be required to present to administrators the following day. Walking for graduation will be in jeopardy should the student fail to present.
- If two students apply for permission to work together, this may be permitted in some cases. However, those students will be expected to complete separate written and research pieces, and their summative presentations will also be conducted separately. Not every two-student application will be accepted.
- Students involved in co-curricular and extracurricular activities will still be eligible to participate in those activities.
- It is students' responsibility to keep informed of all upcoming activities at SPFHS.
- It is students' responsibility to provide their own transportation to and from any senior project locations outside of SPFHS. Students may drive their own vehicle or be driven by a parent/guardian to the workplace. The principal must approve any other means of transportation.
- Senior project staff leaders are happy to help connect students to community opportunities when students *already have an idea.* However, we will not be focusing on helping students think up an idea. If students don't have an idea of what they want to do, that's a sign that perhaps the senior project is not a fit right now. It is of course totally fine to remain in school for that month and enjoy the final days at SPFHS.
- The point of the Sr. Project is to pursue something that the student has always wanted to do, but can't do outside this project forum. If that desire doesn't exist, it's perfectly fine.

Materials

- Overall guidelines for the project (this document)
- Initial application (shared with this document)
- Guidelines for research (shared upon approval of initial application)
- Guidelines for formal proposal (shared upon approval of initial application)
- Guidelines for journal entries (shared upon formal senior project approval)
- Log for hours served (shared upon formal senior project approval)
- Guidelines for summative presentation (shared upon formal senior project approval)
- Guidelines for gallery walk (shared upon formal senior project approval)
- Google Classroom for each cohort (shared upon creation of cohorts)