2026-2027
CAPSTONE
102m
Syllabus

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I. West Fargo Public Schools Vision and Mission:

West Fargo Public Schools prepares all learners with the knowledge and skills to be contributing citizens in a rapidly changing world. We are dedicated to continuous improvement, engaging every student to become problem solvers and lifelong learners. Excellence is achieved through practices based in research, and by aligning all resources to support learning.

EDUCATING ALL LEARNERS FOR TOMORROW'S WORLD.

II. Daily Student Materials:

- Pencil and pen
- Paper
- iPad

III. Schoology Information:

Students will need to access capstone directions, templates and resources from our Schoology course. It is essential you know how to navigate Schoology and check regularly for updates, deadlines, etc. both for this capstone course and other classes.

IV. Course Overview:

A capstone in education is defined as the final project that wraps up the entire academic program and represents a significant milestone in academic and professional development. Your senior year is the final chapter in a 13-year endeavor to achieve a high school diploma. This capstone course provides you with the opportunity to celebrate all you have achieved, reflect on how you have grown, and share your future plans. Over the course of our Monday meetings, you will design your capstone project, a 12+ slide PowerPoint presentation that synthesizes what you have learned and accomplished while in high school. In late April/early May, you will present your capstone to a small group of peers and adults. The presentation is a districtwide expectation for students who wish to participate in the commencement ceremony. It is a requirement for graduation because that is how important it is to showcase your work from the past 4 years and share how you will apply what you have learned! As you near the end of your time with West Fargo Public Schools, this capstone course is a chance to reflect on your past, celebrate your present, and prepare for your future!

V. Capstone Project Components:

You will be introduced to each element of the capstone project within advisory time. Specific expectations as well as examples and non-examples will be shared. Work time will be provided. It is likely you might need to complete or finish some parts outside of class. You are encouraged to utilize your time wisely and be productive during built-in worktime to avoid having to complete capstone elements at home.

- Title Slide
- About Me Slide
- Official Resume
- My Accomplishments (3-5)
- Personal Reflection
- Choice Ready Reflection
- What's Next
- Future Citizen
- PoG Application Task (choice of the following)
    - Immersion Level:
        - Scholarship/Application Essay
        - Job Shadow Reflection
        - Digital Portfolio
        - College/Military Visit
    - Engagement Level:
        - Work Experience Reflection
- Thank You

VI. Behavior Expectations:

- Be **compassionate**. Treat yourself, your classmates, the teachers, and the school with respect and consideration.
- Show **responsibility.** Come to class on time, homework completed (when necessary), and ready with all materials.
- Practice **collaboration**. We are a classroom community. Many activities will require us to talk to one another or volunteer to share ideas with the entire class. Be kind and helpful to each other.
- Demonstrate **resilience**. Your passing grade in this capstone course not only contributes to your elective requirements for graduation but meets a North Dakota Scholarship requirement of completing a capstone project. Presenting the completed capstone project is also an expectation for participating in the commencement ceremony. Stay focused, recover from absences, and strive to get and do better with the skills you learn through this course.

VII. Important Procedures:

- **Plagiarism:** Plagiarism is unethical. Show the respect you would want for your hard work and do not claim something that is not yours, including utilizing Artificial Intelligence! Cutting and pasting sentences off the Internet into a word document or copying sentences directly from the Internet will not be permitted. Paraphrase what you have found by putting it in your own words. You may use direct quotes if you cite your source. Graded assignments that are plagiarized will receive a 0.
- **Late Work:** All late work must be handed in before the end of the quarter or you will receive a 0 on the assignment(s).

- **Missed Work/Makeup Work:** Check with your teacher during advisory the following week to determine what you missed. All missing work must be handed in before the end of the quarter or you will receive a 0 on the assignment(s).
- **Tardiness:** A tardy is any situation in which you arrive to class late or unprepared. 5 unexcused tardies will result in a UV, which receive detention.
- **Inappropriate Language:** The words we use are powerful. We must choose them wisely and make sure they are not used to put one another down or degrade the classroom environment. School is professional space and your language in our classroom should reflect this.
- **Start of Class:** Enter class quickly and quietly. Pick up any materials by the door and then go directly to your assigned seat.
- **Food and Drink:** All drinks must have a spill-proof lid. Do not make a mess! Do not let your drink distract you from class or this privilege will be revoked. The only food allowed is teacher-provided.
- **End of Class:** The bell doesn't dismiss class, I do. You will be given permission to pack up your belongings and materials. Desk space and any mess made in class must be cleaned. If you borrowed a pencil, RETURN IT. No one is to crowd or open the door until given permission.
- **Class Participation:** Unless stated otherwise, ALWAYS raise your hand and wait to be called upon. Track the speaker with both your shoulders and your eyes. Keep your head up. This is a sign of respect. When having a class discussion, build on the ideas of others, ask further questions, challenge and disagree with your peers, provide evidence for your response, etc. Participation is important!
- **Leaving the Room.** If you need to leave the room for ANY reason, ask first AND THEN submit an eHall Pass to be approved. Only one person will be allowed out of the room at a time. Bathroom and water fountain use is limited to independent and group work time. As we are only together for 20 minutes, approval to leave the room will be very rare.
- **Materials for Class:** You must come to class with your agenda, iPad, pencil and paper. If you fail to bring a writing utensil to class, you must borrow one from me or a classmate. Pencils are available but MUST be returned. These supplies are not to leave the room.

VIII. Discipline Policy:

Level One: Friendly Reminder
Level Two: Verbal Warning
Level Three: Hallway Conference
Level Four: Office Referral
Other: Students may be recommended for a Behavior Intervention Plan, lose computer or group-work privileges or be required to move seats, write an apology letter, etc.

Rewards include:

1. Shout-outs
2. Classroom celebrations
3. Call home/note home to parent/guardian
4. Ability to participate in classroom/school-wide activities
5. Choosing the music we listen to during class time

IX. Expectations for Your Teachers:

As your teachers, you should expect us to:

- Do all that we can to ensure your success in our class
- Treat you respectfully and fairly at all times
- Learn from you and about you
- Not let you "slack off" and hold you to HIGH expectations because we believe in you

X. Grading Scale:

This course is graded as pass/fail. This means, at the end of the year, you will receive either a SATISFACTORY (SA) grade (passing) or an UNSATISFACTORY (UN) grade (failing). All advisory courses, including capstone, are worth .25 credit. By the end of your senior year, you should have accumulated an entire additional credit due to advisory.

There are 10 assignments per semester. To earn a satisfactory grade, you must adequately complete 8 assignments. Sloppy, unfinished, or careless work is not adequate completion. Additionally, late and missing work is only accepted until the end of each quarter.

At the end of the year, you will have completed a total of 20 assignments. 16 need to be completed in order to receive a satisfactory grade for the capstone course. If you do not receive a satisfactory grade, you do not receive credit for the course and will not have completed a capstone project for North Dakota Scholarship eligibility. Additionally, by not completing assignments that culminate in the final capstone project, you will be unable to present your finished product, which means you will be unable to participate in the commencement ceremony.

Your grade will be determined by the following:

- Designing slides as a part of your capstone project
- Completing your Profile of a Graduate Application Task
- Updating your 4-Year Plan and Choice-Ready Dashboard
- Reflective activities
- Other in-class, objective/skill-driven assignments

XI. Extra Help:

- If you find you need extra support for the capstone course please contact me and we will figure out a time to work together. I will help you to the best of my ability. I AM WILLING TO HELP! THAT'S WHAT I'M HERE FOR!
- Homework Room will be offered after school on Mondays and Thursdays from 3:40 to 4:30 in room 106E.

This is your capstone: your opportunity to reflect, apply, and prepare! We encourage you to make the best of it and set yourself up for success beyond West Fargo High School!

Sincerely,

Mr. Bosmoe and Ms. Dotzenrod