2019-20 Belleview High School
Senior Capstone
BHS SENIOR CAPSTONE

What it is:
The senior capstone is an authentic assessment of valuable workplace and citizenship skills. Students will display their vocational, technological, and critical thinking skills by researching a topic related to employment, enlistment, or enrollment, producing a product related to the research, and developing a presentation for a group of community judges. Finally, the Capstone is a student’s demonstration of mastery built around the integrated practices of the 3 R’s for improved student achievement: **Rigor, Relevance and Relationships.**

Why we do it:
The senior capstone benefits students professionally, academically and personally. Students develop future business contacts by working with, and presenting to, community/business people. Students who complete this project learn to be responsible with their time as they master new goals and explore careers/projects of interest to them. This provides them with an extra sense of accomplishment and self-worth and prepares them to be successful in their future endeavors. The ultimate goal is for all students to leave BHS with the real-world skills to help achieve their future goals.

What it requires:
The senior capstone requires students to choose a topic that will develop skills needed for employment, enrollment, or enlistment. Some students may choose to stay within their career path or explore new options that coincide with other areas of interest. They will do this by:

1. **Project proposal**
   a. Establishes the career path that you will research
   b. States what you will do for your project
   c. Contains a statement of integrity
   d. Must be brought to pitch meeting – outlines learning stretch and deliverables

2. **Project pitch**
   a. Pitch the proposal to school-level stakeholders
   b. Engage in collaborative discussion to refine project goals

3. **Soft Skills Module**
   a. Complete four soft skills modules with a score of 80% or higher
   b. Complete the final soft skills assessment to earn certification

4. **Professional resume:**
   a. Create a digital document that can be updated over time on mycareershines.com

5. **Research Paper**
   a. Typed in a word processing application
   b. Relates to the topic as well as the product
   c. Includes a works-cited page and at least **800-1,200 words** (approx. 2-3 pages, double-spaced)
d. Well-documented with at least 5 trust-worthy sources, utilizing 3 different types of sources
e. Submit online through turnitin.com

6. Producing a tangible product that:
   a. Links to the research paper as well as one of the THREE E’s - Employment, Enlistment, or Enrollment.
   b. Is tangible and/or visible
   c. Includes evidence of sustained effort and growth
   d. Will be judged by faculty / community members

7. Delivering a presentation that includes:
   a. A tangible, visible, and/or measurable product or service demonstration related to the research paper
   b. Visual components such as graphics, poster(s), business plans, videos, or demonstrations
   c. An 8-10 minute oral presentation before a panel of community judges
   d. A 3-5 minute question and answer session conducted by the judges

8. Thank You Letters
   a. Students write a properly formatted letter to each of their judges.
   b. The thank you letter may be sent by email to judges who only provide email addresses. Otherwise, the students will provide hard copies.

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**2019-20 BHS Senior Career Driven Capstone Project Timeline**

<table>
<thead>
<tr>
<th>Deliverable</th>
<th>Due date</th>
<th>Grade</th>
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<tbody>
<tr>
<td>Preliminary research</td>
<td>Q1 9/13/19</td>
<td>Quiz</td>
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<tr>
<td>Integrity Statement/Parental Consent</td>
<td>Q1 9/30/19</td>
<td>Homework</td>
</tr>
<tr>
<td>Project proposal/pitch</td>
<td>Q1 9/30/19*</td>
<td>Quizzes</td>
</tr>
<tr>
<td>Soft skills modules</td>
<td>Q1 10/8/19</td>
<td>Quizzes</td>
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<tr>
<td>Resume</td>
<td>Q2 12/2/19</td>
<td>Quiz</td>
</tr>
<tr>
<td>Research paper</td>
<td>Q2 12/9/19</td>
<td>Quarterly Assessment</td>
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<tr>
<td>Product/service</td>
<td>Q3 1/13/19</td>
<td>Test</td>
</tr>
<tr>
<td>Presentation – tentative dates</td>
<td>Q3 2/18/20 - 2/20/20</td>
<td>Semester Exam</td>
</tr>
<tr>
<td>Thank you letters</td>
<td>Q3 2/28/20</td>
<td>Quiz</td>
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* Proposal pitches take place during the week of 9/30 – 10/4.
### Bellevue High School Capstone Project Proposal

<table>
<thead>
<tr>
<th>Student Name:</th>
<th>Student #:</th>
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<thead>
<tr>
<th>Student email:</th>
<th>Career Area:</th>
<th>English Teacher:</th>
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<tr>
<th>Project:</th>
<th>Mentor:</th>
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### Briefly Explanation of Career Goals and Project

**Career Choice:**

**Focus of Research Paper** *(What, *specifically*, are you hoping to learn?)*:

**Explanation of Project** *(What, *specifically*, will you DO or MAKE?)*:

**Learning Stretch** *(What will you do/learn that you had not done/known before?)*:

### Estimated Project Costs and Materials Needed:

**Collaboration w/ panel:**

**Learning stretch:**

**Deliverables:**

**Panel sign-off:**
Integrity Statement & Parental Consent

I understand that the work on the senior capstone is to be done outside of the typical student day. I have read my student's letter of intent; I understand and approve the expenditure involved; and I understand that this is a major percentage of the grade in English and in their elective courses. I realize that plagiarism and/or cheating will be result in a zero on that portion of the project and that my student must abide by the standards given in this packet. I also give permission for my student to work on this project with the mentor listed below during the 2019-20 school year.

_________________________  _________________________  
Student Name  Telephone Number
_________________________  _________________________  
Email Address

*Please sign and return to your mentor/English teacher.

As a student participating in Belleview High School’s senior capstone, I pledge the following as a demonstration of my honor and integrity.

1. I, and I alone, will complete the research necessary to write the research paper component of the project.
2. I will not use a paper and/or information gathered by someone else.
3. I will not use a paper from the Internet, from any other electronic source, from an electronic store, from another person, or from any other source.
4. I will document my paper accurately to avoid plagiarism.
5. I, and I alone, will complete all of the work necessary for the completion of the product/project that evolves from the research paper.
6. I will collect accurate verification on all work necessitating signature. I will NOT forge any verification documents.
7. I will complete a project. I will not buy nor falsify the completion of a project.

As an honorable young adult of integrity, I agree to adhere to the above criteria in completing my senior capstone. I understand that if I fail to adhere to these standards and submit work that is not my own creation, I will receive a zero for that particular component of the senior capstone.

Student Name: ________________________________  ID#: _______________________
Student Signature: ________________________________  Date: _______________________

Parent Name: ________________________________
Parent Signature: ________________________________  Date: _______________________

Mentor Signature: ________________________________  Date: _______________________
English Teacher Signature: ________________________________  Date: _______________________