

Senior Projects 2016

Purpose

The purpose of senior project is for each of you to have the opportunity to further investigate an area of interest to which you have been exposed at Pingree or to develop a project that provides a new educational experience for you. Whether you choose a project that combines service and learning or a career exploration or an independently designed experience, it is a time to explore a new challenge without the stress of the daily demands of a typical school day.

Project Advisor and Project Supervisor

Project Advisor:

Your advisor will be your academic advisor who will be a valuable resource in this process. Your advisor will work with you during the planning process through the approval of your senior project. It is **your responsibility** to meet with your advisor over the course of the next few months to develop an appropriate senior project plan. You are required to meet with your advisor during the planning process to develop, review and submit your project proposal to your advisor by **Friday, February 26, 2016**. You are also required to meet or check in with your advisor at least once – at an assigned time – during the senior project period (May 23-June 3). The Senior Project Advisory Committee will be responsible for the final evaluation of your project. Please see the included calendar/check list for dates by which you must meet with your advisor and submit your proposal.

Project Supervisor:

You must also choose an adult who will supervise your work during the actual project time. Your senior project supervisor may be your assigned committee member, the adult who will supervise you at an off campus project, or any other member of the Pingree community who agrees to monitor you during the senior project period. Unless approved by the Senior Projects Advisory Committee for special circumstances, parents and family members may NOT serve as your project supervisor.

Assessment

Each student will be assessed on attention to deadlines, the written proposal, presentation of proposal, the entirety of the project, the journal, and the final presentation. All components MUST be completed by the stated time in order to pass. No Exceptions! Please refer to the included rubric for specific grading weights. In order to graduate in June, you must pass your senior project. A passing grade is earning a minimum of 70%. If a student does not pass they will not receive a diploma until all components have been successfully completed.

Developing a Senior Project

A Senior Project proposal will be accepted if it is recognized to be a valuable educational experience and meets the 45hour requirement. You should present your proposal in such a way that the Senior Project Committee will be impressed by your interest in and commitment to the presented endeavor, as well as the value of the experience as a whole. Regardless of the type of project you choose, you are expected to include an academic component with your experience. What do you hope to learn from the project you chose?

We encourage students to develop a project idea around an area of interest that falls within one of the categories listed below. If you are unsure of what you would like to do, ask your advisor for some guidance. If you are considering an internship/job shadow, Mrs. Polese in the Development Office is a great resource and can help connect you with an alum or parents in the area of which you would like to explore. Examples of projects from recent years are listed here and on the final page of this packet.

Intellectual Pursuits:

- Create original poetry, short stories, children's stories, a drama production
- Compose and perform original music or dance
- Write and produce a film
- Create portfolios in still photography, jewelry, sculpture, or ceramics
- Explore scientific ideas in ecology, physics, chemistry, or biology
- Create a computer program or architectural plans
- Solar Panel study
- Artistic masterpieces
- Build/re-build an automobile

Service Learning:

Volunteer at a day care center, elementary or middle school, nursing home, hospital, animal shelter or other place where you would like to help. You will need a focus for your project, something you want to discover or accomplish so as to use it in your presentation and response at the end of the project. Dr. Esty can be instrumental in helping to set up an internship in a local school if interested.

Unpaid Internship:

Work for a professional in an area that interests you. You will need to formulate, with your supervisor, a specific series of daily duties and a plan for what you hope to learn and to accomplish. You may want to contact the Pingree Alumni Office to discuss possible internships. You must contact Mrs. Polese (lpolese@pingree.org) for help in connecting with an alumni. Some examples of recent internships include:

- Bio Gen
- Physical therapy
- MetLife – event planning department
- Agannis Arena
- architecture
- chocolate maker
- Veterinary or medical related internships

The basic design of a senior project is based on a 45-hour commitment. You must complete a 45-hour project between the dates of Monday, May 23 – Friday, June 3rd (N.B. Monday May 30th is Memorial Day). Although all 45 hours do not need to be divided up equally each day of the project period, students are required to be engaged in some aspect of their project every day of the project period. The senior project committee will evaluate each proposal to ensure that students are suitably engaged during this time period.

Project Components

Required Senior Project Advisor Meetings

You will work closely with your faculty advisor to develop a detailed project proposal. The more often you meet with your advisor in this planning stage, the better your chances are for putting together a fulfilling proposal and project. Your proposal is due on **Friday, February 26th at 2pm**. Initial meetings will focus on generating or refining ideas that you have for your project. You must meet by **Friday, February 19th** during which you will discuss your final plans and proposal for your project that will be submitted by **February 26, 2016**. We strongly encourage that you meet with your advisor often to review development, draft, and implementation of your proposal so that your final proposal is complete and appropriate. Communication and working closely with your advisor is key to the success of your project.

Senior Project Proposal

The final draft of your senior project proposal is due **NO LATER than 2PM, Friday, February 26, 2016**. The required components of your proposal will be available from your advisor. You will also receive guidance during a monthly Community Education meeting. These meetings are mandatory. **See the Planning Checklist.**

Project Proposal Defense:

Once you have completed and submitted your proposal, you will be assigned a time to give a 5 minute presentation as to why you are pursuing this project and what you hope to gain from the experience. The presentation will be held during one of your free periods, an H block or after school. Two –five committee members will present for this presentation. Once you have presented your idea, they will ask a few questions and add any appropriate suggestions so that you are assured a rewarding experience. Your Cohort leader will contact you about approval status from the committee shortly following your presentation.

Journal/Blog

Each student must keep a **daily** journal during the project period. Your entries should be a detailed log of your time, how you spent it each day and what you learned. It should also include a brief reflection of your day's experiences and on your project as a whole. Students should write at least a **full paragraph each day** of the project. If you would prefer to write in a daily blog that is acceptable as well. This journal/blog should be given to your senior project advisor no later than **Monday, June 6, 2016**.

Project Presentation

The final culmination of your senior project will be a display and presentation in a "science fair" type of setting. Your presentation must include a technology component. You should be prepared to answer any questions visitors may ask regarding your project and your learning experience. A member of the Senior Project Advisory Committee will be assigned to meet with you during your assigned presentation time. They will come prepared with specific questions on your project from beginning to end. Your presentation will be scheduled at a later time. It will occur June 6th or 7th, details to follow. Faculty, students and parents will be invited to these presentations.

ALL components MUST be completed in order to pass senior projects and graduate. NO EXCEPTIONS!

Being Released for your Senior Project

Athletics:

In order to graduate, you must complete your senior year, two-season requirement. If you are on a sports team in the spring, you must continue on that sports team and meet all requirements for that team. If you are a member of a varsity team, you may not leave for a trip until the season is over, including any post season, championship tournaments.

Additional:

By the time of senior projects, the Senior Project Committee, along with Pingree faculty and Dr. Johnson, will decide if each student has earned the right to be released from Pingree to begin their Senior Project. Each student must have met the following:

- a. written an accepted project proposal including all relevant signatures
- b. received parental approval for the project
- c. be in good academic standing
- d. be in good community standing

Criteria for a valid project:

- **Project must be meaningful and challenging and have an educational component**
- **Project must be a new educational experience**
- **Projects must use technology**
- **Project supervisor may NOT be family members either directly or indirectly unless otherwise approved by the Senior Project Advisory Committee**
- **Supervisor must have professional experience in said field in order to provide appropriate guidance and knowledge**
- **All projects must include contact with a professional or expert in a field related to project topic such as taking a class or shadowing said expert/professional**
- **Senior must have an active role in the planning of their project**
- **Any trip that is approved (planned by student) must have a community service component to the trip**

Resources:

- **Internships- Laurie Polese in Development office**
- **Community Service- Anna McCoy**
- **Teaching experience (pre-school, elementary, etc)- Susan Esty**
- **Theatrical performances- Art department, Jason Ries, Arlynn Poletta**
- **Monhegan- Jay Esty**

Sampling of Past senior projects

Writing & Producing a music CD
Creating a Mathematics workbook for Prep @ Pingree School
Community service trip (past trips have included Haiti and Dominican Republic)
Creating a writing portfolio
Interning with a professional photographer
Designing a mosaic table from scratch
Interning at a Pro Shop
Interning at a clothing store to learn about running a small business
Studying the Cuban Crocodile and creating a life size replica
Conducting a study on diversity at Pingree School
Developing a living history
Designing and building a metal sculpture
Directing and producing a musical
Preparing and performing a recital
Volunteering at local elementary and middle schools
Interning at a Veterinary Clinic
Working with horses through Windrush Farm Therapy Riding Program
Interning at the State House
Volunteering at local hospitals
Interning at local newspapers
Volunteering at a nursing home
Intern for Al Roker (The Today Show on NBC)
Interning at a doctor's office
Interning at the flower expo in Boston
Interning at advertising firm
Interning at a court house
Interning at an accounting firm
Interning at Saucony
Interning at a law firm
Interning at a chaplain's office
Running a tennis clinic
Interning at ESPN sports
Working as a sheep doula and dying yarn with an alum on a farm in Maine
Interning with the Government in DC with an alum
Firehouse Sub internship (alum)
Shadow local police department
Early Education internship
Intern at Shalin Lu Performing Arts Center
Interning at the State House

Pingree School Senior Projects

Expectations of Seniors

1. Meet all standards set through the project proposal. Every student is responsible for a 45-hour project during the defined project period: Monday, May 23 – Friday June 3, 2016.
2. Keep a journal/blog logging your daily hours and including brief reflections on how your project is progressing. There should be an entry for each day of your project and each entry should be, a thoughtful reflection on your day. Use the following questions as a guide: What did you learn? What were highlights? Challenges? What would you do differently? Submit your completed journal to your committee advisor **no later than Monday June 6, 2016.**
3. Be prepared to present your project June 6th or 7th. Date & time TBD.
4. During project period, when returning to campus during the academic day, sign in at the front office upon arrival and sign out upon departure.
5. When returning to campus during the academic day, adhere to **ALL dress code and other school rules.**
6. Be mindful and respectful to others throughout this project
7. When returning to campus, do not park in the front of school. All students must park in the student-assigned parking lots.
8. Remember that you are representing Pingree School, and should therefore conduct yourselves in a respectful and honorable manner while engaged in your project.

Senior Project Final Presentation

Expectations

Your final presentation represents the culmination of your time at Pingree. We expect that you will use this opportunity to respectfully address the committee with a well organized, thoughtful, and detailed presentation. Here is a list of guidelines to use as the minimum expectations. Please feel free to enhance your presentation in any way appropriate.

1. Dress in an appropriate manner that best reflects your respect for your experience and those who were involved with your project.
2. Your final display must be completely set up and you should be at your table at least 15 minutes prior to opening the doors to the public. Arriving late will result in a loss of points and may require you to present at a later date thereby jeopardizing your graduation status.
3. You must be at your table at all times during the presentation period. Be fully present and professional.
4. Every student must use technology in the presentation/display. Talk to your project advisor as to how it can best be used to share your experience.
5. Discuss why you developed this project.
6. Explain each piece of your entire project.
7. Describe your expectations going into the experience.
8. Without providing a minute-by-minute log of your time, share your experience with us. Use the following questions to guide the conversation: What did you learn? Why was it valuable? Pick a few instances that best represent your experience and share those stories.
9. Be prepared to answer questions regarding your project.

RELEVANT WORKSHEETS AND FORMS

The following forms must be completed by you and signed by the appropriate people.
DO NOT LOSE THESE FORMS as most of them are required to be submitted with your final proposal.

Daily Senior Project Plan:

The following calendar must be completed to show the schedule of your project. It should include the detailed hours and days of your project. Keep in mind, you must be engaged in a project for the majority of the days of this project period and you must complete at least 45 hours for this project. **Please include this calendar with your written project proposal.**

SENIOR PROJECT CALENDAR OF EVENTS 2016

	Monday, May 23 **Senior Projects Begins**	Tuesday, May 24	Wed. May 25	Thurs May 26	Friday May 27	Sat. May 28
Sun. May 29	Monday May 30 MEMORIAL DAY NO PROJECT HOURS REQUIRED	Tuesday May 31	Wed. June 1	Thurs 2	Friday 3 **Last day on project**	Saturday June 4
Sunday June 5	Monday June 6 JOURNALS DUE *Possible set up for presentation*	Tuesday June 7 Tentative Presentation Date	Wed. June 8 Presentation Makeup date			

Proposal Checklist:

- | | | |
|---|-----|----|
| 1. Typed? | Yes | No |
| 2. Title? | Yes | No |
| 3. Signature of Advisor? | Yes | No |
| 4. Signature of Project Supervisor
and relevant contact information? | Yes | No |
| 4. Detailed proposal with adequate information?
Clear and concise? | Yes | No |
| 5. Calendar of Hours | Yes | No |
| 7. Parent signatures? | Yes | No |
| 8. Clear Plan for Project Presentation | Yes | No |
| 9. On-campus permission forms (if necessary) | Yes | No |
| 10. Additional comments: | | |

Senior Projects Supervisor Form:

Name of Supervisor: _____

Company: _____

Phone Number: _____

E-mail Address: _____

Mailing Address: _____

Pingree Student: _____

Pingree School implemented Senior Projects to give students the opportunity to explore areas of interest during an intense two-week span. As an independent school, our students are held to high academic standards over their four years, but we also require every student to participate in after-school activities each season. With these time-consuming expectations, most students do not have the opportunity to explore areas of interest that will build upon their educational experience. In the spring of the senior year, students have been accepted to college, have completed advanced placement courses, and are ready for a new adventure. Our Senior Project Program gives seniors time before graduation to immerse themselves in a new and exciting experience. These experiences range from business internships to service learning to educational exploration. Each project will total 45 hours. **All students must pass their senior project in order to graduate.** Many students will pursue projects outside our community and will be working with adults in a field of interest to them. As this adult, you will be contacted by the student's project advisor and will be asked to complete an evaluation of the student's work during the project. Thank you for participating in our efforts to provide broadening experiences for our seniors. Please read and sign the statement below indicating your willingness to support our program. And do not hesitate to contact the chair of the Senior Project Committee should you have any questions or concerns regarding our program.

Meghan Farley
Pingree School
978-468-4415 x284
Mfarley@pingree.org

I have read the Senior Projects Proposal written by the above named Pingree senior and fully understand the expectations of Pingree School. The proposal is accurate, and I agree to support this endeavor throughout the duration of the project.

Supervisor Signature

Date

Class of 2016 Senior Project
Parental Agreement Form

Student: _____

Parent: _____

Each student must have parental approval in order to move forward with his/her project. Please read the proposal being submitted by your child and return this completed form with the final proposal on **Friday, February 26, 2016**. If you have questions regarding the proposal and/or do not feel comfortable signing this form, please contact your **child's advisor** or the senior project committee chairperson, Meghan Farley

I fully understand the expectations of the senior project. I have read the proposal to be submitted by my son/daughter and approve of his/her senior project. I will support the expectations of Pingree School and the senior project committee as my child undertakes this endeavor.

Signature of Parent

Date

Additional Comments:

On-Campus Permission Form

This form is necessary for any students pursuing a project that is taking place on campus. It includes relevant signatures from Head of Department in which project will be taking place and permission from Director of Finance and Operations if project will be using campus facilities and/or bringing non-Pingree people on to our campus. Please note there are no funds available to support on-campus individual Pingree projects.

Student: _____

Project: _____

Description of how campus facilities will be used for this project:

Head of Department/Program (in whose area you will be using facilities): _____

Signature: _____

Director of Finance and Operations signature:
