

PHOENIXVILLE AREA SCHOOL
DISTRICT
CULMINATING PROJECT

Updated--September 2017

Dear Parent and Student,

All students graduating from Phoenixville Area High School must complete a culminating project. This project fulfills the Pennsylvania Department of Education's requirement for graduation.

The Chapter 4 regulations state:

Each school district shall specify requirements for graduation.

Requirements shall include the completion of a culminating project.

The purpose of the culminating project is to assure that the students are able to apply, analyze, synthesize, and evaluate information and communicate knowledge and understanding. (Section 4.24)

To fulfill the above requirements for a culminating graduation project, the students of Phoenixville Area High School will successfully complete a local community service-oriented project. Each student may work alone or in a group (with the approval of the Culminating Project Coordinators).

Each student will:

- a) Write a proposal.
- b) Successfully complete at least 15 hours of service.
- c) Make reflections and observations in the project journal.
- d) Provide a written evaluation of the project.
- e) Present their project to teachers, administrators, and peers

Although we will be happy to coach and guide the students in their endeavors, each student is responsible for the project's successful completion. Students are also asked to provide the name and address of an adult supervisor for their project. The supervisor will verify the student has completed the required hours of community service. This project requires a serious commitment; therefore, we encourage each student to select a topic that is in an area of personal interest. We ask you to acknowledge your child's selection by signing his/her formal proposal before it is submitted.

Sincerely,
Dr. Parkinson

Grades:

Each student is responsible for completing all the assignments on time. The student will receive a grade each marking period and each interim marking period unless otherwise noted. The grade will not alter the student's cumulative average, but will be on the student's transcripts and will influence athletic eligibility.

The following grades are possible:

- S = the student is progressing satisfactorily
- I = the student needs to correct what they have handed in
- F = the student has failed to turn in the required work
- P = the student is finished the senior project

Due Dates:

The student must submit required material one week before the end of the indicated marking period.

Junior Year

- 1st marking period: Idea Sheet—Thursday, October 26th.
- 2nd marking period: approved Formal Proposal—Friday, January 12th.
- 3rd marking period: Update #1—Friday, March 16th.
- 4th marking period: Update #2—Friday, June 1st.

Senior Year

- 1st marking period: Final paper and verification of hours
- 2nd marking period: Oral presentation
- 3rd marking period: senior project completed
- 4th marking period: senior project completed

CULMINATING PROJECT IDEA SHEET

Name _____ Homeroom Teacher _____
Date _____

Answer the following questions as clearly as possible, and hand it in by the end of the first marking period.

1. Write your ideas or rough plans for this project.

2. If you wish to work in a group, justify why you need more than one person to complete the project and list the group members. _____

For Project Coordinator Use Only

Feedback: _____

Idea approved: _____ Please revise and resubmit by:

Coordinators initials _____

CULMINATING PROJECT PROPOSAL

All students are required to complete a culminating project proposal. This proposal is due one week before the end of the 2nd marking period. This is a formal proposal and must be typed. The outline below should be used as a guide for completing the proposal. Proposals should also be signed by the student as well as by one or both parents.

I. Project focus (In general terms, what are you accomplishing?)

-at least one paragraph in length

II. Purpose for selection (Why did you choose this specific project?)

III. Brief summary of the project

- at least three paragraphs in length

IV. Goals (What do you plan on accomplishing?)

V. Strategy (How are you going to complete this project? When? Where?)

-at least one paragraph in length

VI. Adult Supervisor (provide the name, address, and phone number of an adult who will be supervising the completion of the project. The adult should be someone outside of your immediate family-unless approved by the project coordinators.

PROJECT UPDATE

Each student is responsible for completing a total of seven project updates. The purpose of the updates is to keep the project coordinators informed of your progress. Use the project update forms to complete your updates. An adult supervisor must sign each update to verify the time you spent working on your project.

PROJECT UPDATE SHEET

NAME: _____

PROJECT: _____

I. What, specifically, did you spend your time doing? (Investigating, planning, physically working...)

II. What problems did you face, and how did you overcome these problems?

III. What do you plan on doing next? When? How?

Total Hours Worked: _____

supervisor's signature

For Project Coordinator Use Only

Feedback: _____

Update approved: _____ Please revise and resubmit by:

Coordinators initials _____

**CULMINATING GRADUATION PROJECT
FINAL WRITTEN EVALUATION**

Each student is required to complete a final written evaluation of your experiences. The evaluation must explain the following in a well written essay that is at least three typed pages in length. See the due date for your schedule of completion on the project's calendar.

-students will also have to submit this verification sheet with their final essay. This sheet must be signed by the project supervisor, verifying that at least fifteen hours of service have been completed.

Explain and evaluate the following:

- a) The importance, value and impact of the project.
- b) Conclusions drawn from the project.
- c) The knowledge, skills, or abilities you have gained as a result of the project.
- d) Your strengths and weaknesses in implementing the project.
- e) Any information learned as a direct result of your project.
- f) Any uses or applications of the above information in your future.

Student name _____

Supervisor name _____

Supervisor title _____

Supervisor signature _____

-by signing, you are verifying that the student completed the minimum of 15 hours of community service for this project.

CULMINATING GRADUATION PROJECT FORMAL PRESENTATION

The final step of your project is to present a summary of your experiences and findings before a group of your peers and a panel of teachers. You are encouraged to include multimedia aids in your oral presentation. The presentation must be between five and ten minutes in length and must be judged satisfactory by the teachers present.

Effectively communicate the following:

- a) The importance, value and impact of the project.
- b) Conclusions drawn from the project.
- c) The knowledge, skills, or abilities you have gained as a result of the project.