

Get Knighted!

EXETER WEST GREENWICH SENIOR HIGH
2021-2022 MENTOR HANDBOOK



Dear Senior Capstone Mentor,

An Exeter-West Greenwich Senior High School student has requested your assistance with their Senior Capstone Project because they have determined your expertise and professional knowledge in their area of study is an essential key to their success. As you know, the student would like for you to advise and oversee the completion of their Senior Capstone Project *Fieldwork*.

The Capstone Project is an important graduation requirement that allows students to demonstrate their skills in the areas of reading, writing, speaking, accessing and researching information, critical thinking, problem solving, organization, and time management through a project in a student's chosen area of study. This student feels your expertise will help them excel in their project.

There are three major components to the Senior Capstone: fieldwork and product creation, research, and a presentation. In all of these areas, students are required to show their "learning stretch", meaning they need to show they have gone above and beyond their base knowledge and entered the stretch zone where the learning is challenging, but achievable.

To be successful, students must complete all major and minor assignments associated with the Capstone Project. When the 40-hours of fieldwork is completed, you will be asked to verify the student's performance throughout the experience.

Everyone at Exeter-West Greenwich Senior High School sincerely appreciates your willingness to support this program by serving as a mentor to this student. We hope your experience is a rewarding one!

Sincerely,

Amy L. Biagioni-Chmura
Senior Capstone Coordinator
Exeter-West Greenwich Senior High School

Exeter-West Greenwich Senior High School

Requirements and Responsibilities

Requirements:

- Must be over twenty-one (21) years of age
- May NOT be a relative by blood or marriage
- Must be available for consultation with the student during the fieldwork stage
- Must be an expert with significant experience in the student's topic
- Must complete the Senior Capstone Agreement-to-Mentor Agreement. This can be found in the [Mentor Handbook](#).

Responsibilities:

- Act as a primary resource for the student in the fieldwork phase where they will be producing a product
- Provides the student with practical knowledge in the area of the chosen topic
- Provides the student with feedback on their project
- Suggests sources of information that the student can use for their project
- Encourages the student to perform at their best ability
- Serves as a positive role model
- Provides verification that the student has met with their mentor during the fieldwork at regular intervals and has seen the fieldwork process.

Advice for Mentors

- ❖ Develop a professional relationship with your senior
- ❖ Treat your senior as an adult and expect adult behaviors from your senior
- ❖ Be consistent in expectations of your senior
- ❖ Be reliable and maintain regular contact with your senior
- ❖ Be involved, yet allow your senior to work independently on the project
- ❖ Be positive and encouraging about the Senior Capstone Project
- ❖ Acknowledge successes and celebrate failures if those failures are the result of taking risks and result in learning.

Exeter-West Greenwich Senior High School Senior Capstone Commitment-to-Mentor Form

Student's Name	
Paper Topic	
Mentor's Name	
Occupation	
Address	
City, State, Zip	
Telephone	
Email	

Mentors

Thank you for committing to work with this senior on their Senior Capstone Project. Since each student has selected their own project, it is their responsibility to explain their project to you. They should also be able to explain their needs and goals of the project.

Please sign below to indicate that you agree to give your time to assist the student. Feel free to return this form directly to the student, mail the completed form to the Senior Capstone Coordinator, or scan and email this form to amy_biagioni@ewg.k12.ri.us

Thank you again for your time and support of this student and their graduation requirement!

Signature: _____ Date: _____

