

November 7, 2018

2019 Student of the Year Guidelines and Selection Procedures for Caddo Parish

Dear Parents:

The selection process for Student of the Year begins with the identification of all students who meet the minimum academic requirement (3.5 or above – unweighted GPA). Next, the top 25% (finalists) are determined based on EOC scores and the highest ACT score on record. The finalists will then be evaluated by their junior and senior year teachers. Each teacher will receive a “Teacher Rubric for Student of the Year Form”. The lowest teacher rubric score will be thrown out and all other scores will be averaged.

The teacher rubric will contain the following categories (finalists only):

- Leadership in the school and classroom
- Citizenship
- Verbal communication skills

The results of the finalists basic information (GPA, highest ACT test score on record, and teacher rubric score) will be used to determine the top five (5) students at the school. The top five students will continue in the school selection process to compete for 2019 Student of the Year for Caddo Parish Magnet High School.

The top five finalists will:

- complete the student of the year application
- complete a two hour writing prompt
- participate in an interview evaluation

Finalist Interview Information:

- Finalists will be interviewed by a panel of judges (administrators, teachers, and community partners).
- Dress professionally, use good etiquette, and smile!
- Finalists will be scored on the student of the year application, academics (GPA, highest ACT test scores on record, rigor of coursework), the writing prompt, and the interview. The winner will represent Caddo Parish Magnet High School as Student of the Year at the district level.

Portfolio Information (to be completed by the winner only):

- Must be in a binder no larger than 11.5 x 12 inches and shall not exceed 25 pages; one page can be both front and back and a sleeve (page protector) with pages front and back counts as one page
- Information submitted must be no smaller than 12 point font
- Must contain only information relevant to the application:
 - student of the year application (electronic version)
 - writing prompt (previously completed)
 - academic achievement - current semester grades, report cards, high school transcript, test scores (EOC, ACT, PSAT, SAT, etc.) ---provided by counselor
 - leadership activities, recognitions, service/citizenship

NOTE: Caddo Parish School Board Grievance Procedures for 2019 Student of the Year are listed on the back. If you have any questions, please feel free to stop by my office, email me at kmiles@caddoschools.org, or call me at 318-364-5076.

Thanks!

Keri Miles

Senior Counselor