

# SCHOOL DISTRICT 28 (QUESNEL) DISTRICT AWARDS REGULATIONS & INFORMATION 2014/2015

## Purpose

District Awards recognize excellence for graduates who excel in the areas of:

### Fine Arts

- Visual Arts
- Dance
- Drama
- Music

### • Applied Skills

- Business Education
- Technology Education
- Information Communication Technology
- Home Economics

### • Physical Activity

- not limited to Physical Education

### • Second Languages

- Including Aboriginal Languages
- With IRPs or External Assessments

### • Community Service

- Volunteer Activity

### • Technical and Trades Training

- Carpentry
- Automotive
- Mechanics
- Cook Training
- Metalwork/Welding
- Engineering/Drafting

The District Award will be a \$500 cheque, and a \$500 voucher redeemable at designated post-secondary institutions and approved Industry Training Authority (ITA) providers. Graduates can win both a District Award and a Grade 12 Examinations Scholarship. There are more than 5000 District Awards given annually within the province. The number in Quesnel will be prorated based on the population of Grade 12 students.

## Provincial Eligibility and Criteria

- Must be a Canadian citizen or permanent resident
- Must meet graduation requirements
- May receive both the district and provincial scholarship as well as a Passport award

## District Criteria

***Since comparing student excellence across the diverse non-academic areas is difficult, we have created an evaluation rubric to determine excellence within each area. Should the number of students achieving excellence surpass the allocated number of prizes, a random draw will determine the award recipients.***

### 1. Grades in Related Specialty Areas

Applicants must be in the position to complete graduation requirements by June of their graduation year, including a passing grade in either English 12 or Communications 12. The activities being recognized should be school/community centered and career oriented.

### 2. Sponsor Teacher

Students need to have an approved sponsor teacher to give guidance and to assist the student in meeting the criteria. The sponsor teacher will also write a 150-200 word statement of introduction of the student to be read by the judges prior to the student presentation. This is to orient the judges to the specific area(s) of specialty of the student and to express how good the student is relative to other students in the sponsor's experience. This is not intended to "steal the thunder" from the student. Details of the student's knowledge, experiences, passions, and aspirations should be left for the student to talk about.

### 3. Reference Letters and Recommendations

Students will submit a minimum of two (maximum of four) letters of recommendation. At least one of the letters MUST be from a professional or expert in the specific field or a specialty teacher who has an appreciation of the level of skill demonstrated by the student (that is, an evaluation by a specialist in the specialty area). Letters of

reference, external assessment reports, and sponsor's comments will be considered as a significant part of the students' product/performance.

#### **4. Student's Written Project Report**

The student's written project report should be a maximum of 500 words and should include the following information:

- outline and description of the project
- use of skill/talent during last two years
- specialized training related to the specific talent/skill (school and other)
- other awards and distinctions related to skill
- how your secondary school experience has combined with your skill/talent to influence your life
- in what way have some of the courses that you have taken in Grade 11 and 12 pertained to the subject area(s) you are specializing in?

#### **5. Student's Display (booth)**

Student's display must be a visual and oral presentation. REMEMBER: your booth should only be used as an inspiration for you to talk about your chosen field. **Students will be limited to an 8'X8' booth and one 5 foot table.** The following factors will be considered:

- level of technical competency exhibited
- relevance of display to area of skill
- demonstrates excellence
- awards and distinction related to skill/talent

#### **6. Interview/Oral Presentation**

Students will be interviewed by the judges and will be expected to provide an overview of their skill/talent, focusing on the following factors:

- ability to describe high level of competency
- ability to competently explain skill/talent
- ability to answer questions to demonstrate competence
- student expression of how their skill/talent affects their life and future plans

#### **7. Performance/Demonstration of Skill**

All students are limited to 15 minutes for their presentation or for their presentation/performance together (eg. 10 minute performance/demonstration means 5 minutes for interview). Students are encouraged to create a presentation or demonstration of skill. Performing students may be expected to attend a rehearsal. Demonstration of skill might include an actual demonstration, a PowerPoint slide show, video, scrapbook, still pictures with description, or any other medium. The following factors will be considered:

- demonstration of competency
- display of progression of skills
- demonstrates excellence

#### **8. Judges' Overall Impression**

Judges are asked to make an informed decision, based on all components of the students' District Application, to assess the students' overall competency, skill and knowledge of their selected focus area.

- Competency
- Skill
- Knowledge

## Deadlines and Timelines for 2014/2015

Note: all times given on May 27, 28, and 29 are estimates and subject to change. A final schedule will follow.

Closing date for applications	<b>Thursday, April 23<sup>rd</sup></b>	By 3:00 pm
Written Report submitted	<b>Friday, May 15<sup>th</sup></b>	By 3:00 pm
Letters of reference submitted	<b>Friday, May 15<sup>th</sup></b>	By 3:00 pm
Written sponsor's introduction submitted	<b>Friday, May 15<sup>th</sup></b>	By 3:00 pm
Delivery of table and booth fixtures	<b>Tuesday, May 26<sup>th</sup></b>	12:00 pm to 4:00 pm
Display Set-up will occur	<b>Wednesday, May 27<sup>th</sup></b>	12:00 pm to 10:00 pm
Presentations	<b>Thursday, May 28<sup>th</sup></b>	9:00 am to 3:00 pm
Performances	<b>Thursday, May 28<sup>th</sup></b>	3:30 pm to 5:00 pm
Public viewing - Open House	<b>Friday, May 29<sup>th</sup></b>	8:30 am to 12:00 pm
Take-down and Clean-up	<b>Friday, May 29<sup>th</sup></b>	12:00 pm to 3:00 pm
Announcement of Winners	<b>Friday, June 19<sup>th</sup></b>	Grad Ceremonies

## To Do Checklist

Application completed and submitted by Thursday, April 23, 2015	
Have approached a sponsor teacher to support application	
Have completed at least two senior courses related to specialty area	
Have requested letters of recommendation	
Have met with the Dogwood District Awards Judging Coordinator or Grade 12 counsellor	
Letters of recommendation completed	
Project report completed (500 word, typewritten double-spaced, and title page)	
Request written introduction from your sponsor to be read by judges at presentation.	
Written Report submitted to Grade 12 Counsellor by Friday, May 15, 2015	
Letters of recommendation submitted to Grade 12 Counsellor by Friday, May 15, 2015	
Notified sponsor of specific presentation needs	
Sponsor's written introduction (150-200 words) to Grade 12 Counsellor by Friday, May 15, 2015	
Prepared visual presentation	
Prepared oral presentation/display	
Prepared performance (if applicable)	
Prepared demonstration of skill (if applicable)	

## Special Notes on Displays, Performances, and Security

All students are limited to 15 minutes for your presentation or for your presentation/performance together (eg. 10 minute performance/demonstration means 5 minutes for interview). Judges must move to the next candidate as per the schedule. Going over time is not permitted and will result in a deduction of marks. Allow enough time for your questions and for the judges to examine your display. To be fair for all candidates, we are strict with the times, as judging sessions are at 20 minute intervals.

Emphasis should be placed on personal communication with the judges and not with the use of electronics. The judges would like to hear about your knowledge, your experiences, your passion, and your aspirations.

The gymnasium will be set-up like a trades-fair or a home-show would be in the arena. That is, booths will be set-up around the perimeter and down the centre. All materials and supplies will be your responsibility. Anticipate your needs. We will not have tape, push-pins, wire, tools, scissors, or any other supplies and materials available. This is up to you and your resourcefulness. You need to coordinate supplies, materials, set-up and removal with your family and sponsor.

For those students doing a performance, students are responsible for supplies, materials, and equipment. There will be a sound and light person available for the public performances. We will have a final schedule of performances available prior to the performance date.

A special note on security: The school district and organizers cannot be held responsible for materials, equipment, and personal items used in the display. Be advised that during the setup-and take-down other candidates will be coming and going. Access will be restricted to District Award candidates only. During judging, access will be limited to judges and candidates who are being judged at the time. During the public viewing students will be warned not to touch displays, and most display items (particularly large ones) will be safe, but be forewarned to not leave attractive, pocketable, items out. Medals, attractive items, and valuables, can easily go missing. Consider either affixing them to a board with wire or removing them for the public display. Make a list for yourself of all items displayed.

If you have any questions on any of these arrangements please contact the school at 250 992 7007.

## **Format for Presentation**

Students may set-up their displays on the day prior to the day of judging. REMEMBER: your booth should only be used as an inspiration for you talk about your chosen field. The displays may be viewed by students and the general public during the Open House after the judging of the displays. Displays may be removed after the Open House. All efforts will be made to maintain security of the displays, but students are warned that materials left at displays are at their own risk. **Students will be limited to an 8'X8' booth and one 5 foot table.** While there will be availability of audio visual equipment and other materials, additional supplies and equipment will be the responsibility of the student. It will be the responsibility of the student to inform the coordinator of any extraordinary needs well in advance of the presentations or performance. Performances will be open to the general public.

## **Evaluation**

***Since comparing student excellence across the diverse non-academic areas is difficult, we have created an evaluation rubric to determine excellence within each area. Should the number of students achieving excellence surpass the allocated number of prizes, a random draw will determine the award recipients.*** Letters of reference, external assessment reports, written report, visual presentation/performance, oral presentation/interview and sponsor's comments will be considered as a significant part of the students overall evaluation.

## **Judging**

Each year the District Awards Coordinator will select a local Evaluation Committee composed of nine members, where possible each year, as follows:

- one School Trustee representative
- one representative from each of the two Secondary Schools
- one Municipal Council representative
- Quesnel Citizen of the Year
- four representatives from the community, at large

In the selection of the District Award recipients, decisions made by the District Scholarship Committee may be appealed by referring the case to the Board of School Trustees. The decision of the Board shall be final.

The District Award Coordinator will report annually to the District Scholarship Committee on the District Awards indicating the number of awards, the names of the recipients, the basis on which the awards were made, and an evaluation of the judging process.

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<b>DISTRICT AWARD JUDGING RUBRIC</b>		<b>FAIR</b>	<b>GOOD</b>	<b>VERY GOOD</b>	<b>EXCELLENT</b>	<b>NUMERICAL SCORE</b>
<b>Letters of Reference and Recommendations</b>						
Letter(s) of Reference						
External Assessment report (from expert in the field)						
Sponsor teacher comments						
<b>Written Report – to be marked by teaching staff</b>						
Outline and description of the project						
Use of skill/talent during last two years						
Specialized training related to the specific skill/talent (school and other)						
Other awards and distinctions related to skill/talent						
How does your skill/talent positively affect your life and future						
In what way have some of the courses that you have taken in Grade 11 and 12 pertained to the subject area(s) you are specializing in						
<b>Display Booth</b>						
Level of technical competence exhibited						
Relevance of display to area of skill						
Demonstrates excellence						
Awards and distinction related to skill/talent						
<b>Interview/Oral Presentation</b>						
Able to competently explain skill/talent required						
Able to answer questions to demonstrate competence						
Able to describe high level of competency						
Student's expression of how their skill/talent positively affects their life and future plans						
<b>Performance/Demonstration of Skill</b>						
Demonstrates competency						
Display of progression of skills						
Demonstrates excellence						
<b>Judges' Overall Impression</b>						
Competency						
Skill						
Knowledge						
<b>TOTAL NUMERICAL SCORE</b>						<b>24</b>

## DISTRICT AWARD JUDGING RUBRIC - Expectations

### Letter of Reference and Recommendations

Rating	Meaning
Excellent	<ul style="list-style-type: none"> <li>Reference material confirms student has excellent skills, knowledge and understanding</li> </ul>
Very Good	<ul style="list-style-type: none"> <li>Reference material confirms student has above average skills, knowledge and understanding</li> </ul>
Good	
Fair	<ul style="list-style-type: none"> <li>Reference material confirms student has average skills, knowledge and understanding</li> </ul>

### Written Report

Rating	Meaning	Sentences	Mechanics
Excellent	<ul style="list-style-type: none"> <li>Understandable, clear, precise</li> <li>Uses details, examples, and explanations to enrich</li> </ul>	<ul style="list-style-type: none"> <li>All sentences complete</li> <li>Many complex sentences</li> <li>May use dialogue</li> </ul>	<ul style="list-style-type: none"> <li>All capitals and punctuation correct</li> <li>Uses quotation marks correctly</li> <li>All words spelled correctly</li> </ul>
Very Good	<ul style="list-style-type: none"> <li>Understandable</li> <li>Begins to use details, examples and explanations</li> </ul>	<ul style="list-style-type: none"> <li>All sentences complete</li> <li>Some complex sentences</li> </ul>	<ul style="list-style-type: none"> <li>Most capitals and punctuation correct</li> <li>Uses quotation marks with errors</li> <li>One or two spelling errors</li> </ul>
Good			
Fair	<ul style="list-style-type: none"> <li>Understandable (simple and straightforward)</li> </ul>	<ul style="list-style-type: none"> <li>Sentences complete</li> </ul>	<ul style="list-style-type: none"> <li>A few capitals and punctuation missing</li> <li>Begins to use quotation marks</li> <li>A few spelling errors</li> </ul>

### Display Booth

Rating	Meaning
Excellent	<ul style="list-style-type: none"> <li>Contains accurate information, facts and captions</li> <li>Effective spatial organization of text and graphics</li> <li>Has a visual impact (excellent use of colours, lines, headings and lettering)</li> <li>Drawings and graphics are neatly completed</li> </ul>
Very Good	<ul style="list-style-type: none"> <li>Contains good information, facts and captions</li> <li>Very good spatial organization of text and graphics</li> <li>Has a good visual look (good use of colours, lines, headings and lettering)</li> <li>Drawings and graphics are neatly completed</li> </ul>
Good	
Fair	<ul style="list-style-type: none"> <li>Contains information, facts and captions</li> <li>Good spatial organization of text and graphics</li> <li>Has a visually pleasing look (use of colours, lines, headings and lettering)</li> <li>Drawings and graphics are completed</li> </ul>

### Interview/Oral Presentation

Rating	Meaning
Excellent	<ul style="list-style-type: none"> <li>Engaging and informative</li> <li>Shows evidence of careful planning in terms of content and organization</li> <li>Skillfully captures audience's interest</li> <li>Voice is assured and enthusiastic with effective tone and volume</li> </ul>

	<ul style="list-style-type: none"> <li>• Poised and effective use of body language</li> </ul>
Very Good	<ul style="list-style-type: none"> <li>• Interesting and informative</li> <li>• Shows evidence of careful planning in terms of content and organization</li> <li>• Maintains audience's attention and interest</li> <li>• Voice is confident using effective tone and volume</li> <li>• Effective use of body language</li> </ul>
Good	
Fair	<ul style="list-style-type: none"> <li>• Generally interesting and informative</li> <li>• Show evidence of planning in terms of content and organization</li> <li>• Attempts to capture audience's attention and interest</li> <li>• Voice has clear tone and volume</li> <li>• May use body language appropriately</li> </ul>
<b>Performance (if applicable)</b>	
<b>Rating</b>	<b>Meaning</b>
Excellent	<ul style="list-style-type: none"> <li>• Performance is creative, complete and displays lots of effort and practice</li> <li>• Performance is complete with lots of confidence and enthusiasm, making few errors.</li> <li>• Performance demonstrates excellence</li> </ul>
Very Good	<ul style="list-style-type: none"> <li>• Performance is creative, complete and displays some effort and practice</li> <li>• Perform is complete with some confidence and enthusiasm, making some errors</li> <li>• Performance demonstrates better than average skills</li> </ul>
Good	
Fair	<ul style="list-style-type: none"> <li>• Performance is not very creative, incomplete and displays little effort and practice.</li> <li>• Performance is complete with little confidence and enthusiasm, making many errors</li> <li>• Performance demonstrates average skills</li> </ul>
<b>Demonstration of Skill (if applicable)</b>	
<b>Rating</b>	<b>Meaning</b>
Excellent	<ul style="list-style-type: none"> <li>• Demonstration clearly exhibits excellent understanding of process and skill</li> <li>• Demonstration is creative, complete and displays lots of effort</li> <li>• Demonstration clearly demonstrates high competency</li> <li>• Demonstrates excellence</li> </ul>
Very Good	<ul style="list-style-type: none"> <li>• Demonstration clearly exhibits good understanding of process and skill</li> <li>• Demonstration is creative, complete and displays some effort</li> <li>• Demonstration clearly demonstrates above average competency</li> <li>• Demonstrates above average skills</li> </ul>
Good	
Fair	<ul style="list-style-type: none"> <li>• Demonstration clearly exhibits fair understanding of process and skill</li> <li>• Demonstration is creative, complete and displays little effort</li> <li>• Demonstration clearly demonstrates average competency</li> <li>• Demonstrates average skills</li> </ul>
<b>Judge's Overall Impression</b>	
<b>Rating</b>	<b>Meaning</b>
Excellence	<ul style="list-style-type: none"> <li>• Based on all components of District Dogwood Application the student demonstrates excellent skills, understanding, and competency within their focus area</li> </ul>
Very Good	<ul style="list-style-type: none"> <li>• Based on all components of District Dogwood Application the student demonstrates above average skills, understanding, and competency within their focus area.</li> </ul>
Good	
Fair	<ul style="list-style-type: none"> <li>• Based on all components of District Dogwood Application the student demonstrates average skills, understanding, and competency within their focus area</li> </ul>

## **For Further Information Please Contact**

### **Martin Runge**

District Awards Coordinator

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