

# SPONSOR'S ROLE

## As students approach you to be their sponsor:

- Be aware that this is an experiential yet still academic requirement for graduation. They are not a source of free labor.
- Make sure they understand their potential responsibilities to you as well as yours to them.
- Specifically explain what you will let them do, and what you won't.
- Tell them what you need from them.
- Tell them what opportunities to: research their essential questions and have other questions answered, travel, work independently, spend a good amount of time with you, be your shadow, work with on site teams, learn what you and those teams do and how you do it...etc.
- Tell them how much menial labor they may have to contribute. Verify you can provide the amount of time and the appropriate work a student needs. Be sure you understand the time requirements and your obligation to accurately hold them accountable.
- Give detailed answers about the opportunities available to the student.
- Be sure they understood the limitations of the site
- Be clear on expectations regarding students' performance, demeanor, attire, etc
- Be aware that some students may have obligations, such as athletics and Advanced Placement examinations, that limit the hours or days available for their participation; students should be aware of and plan for these conflicts long before Senior Options begins.
- Please tell them if you would like to be placed in our database (if you are not already) to sponsor future seniors.
- **If and when you agree to work with a student you will be given a contractual agreement (sponsor registration signature form) to sign verifying that you will not only work with them during their project but that also you WILL HELP THEM PLAN THEIR PROJECT.**

## As students plan their projects and write their proposals:

- Work with students in the design of their project and help students make good decisions about the design of their proposal.
- You will be given another agreement (**proposal contract signature form**) to read and sign. This agreement verifies that you have worked with said student(s) and agree with what is in the proposal.

## During Senior Options:

- Actively supervise and interact with your senior(s), and give them your active guidance and supervision as discussed in the proposal.
- Remain in contact with the student's mentor at Scarsdale High School(914-721-ext. or \_\_\_\_\_@scarsdaleschools.org) to discuss progress and problems, or to address questions about the project.
- Provide assistance as students prepare their culminating presentations and attend these presentations, if you wish.

## IMPORTANT ADDITIONAL INFORMATION

- Students are covered by a multi-million dollar Board of Education Insurance Policy.
- Students are responsible for costs and transportation arrangements.
- District Policy strictly forbids acceptance of financial remuneration for school credit