

# MEADOWS VALLEY SCHOOL DISTRICT

500 N. Miller | New Meadows, ID 83654  
Mike Howard – Superintendent  
Dee Fredrickson -- Principal

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Dear Mentor,

The Meadows Valley School District has a Senior Project as part of our requirements for graduation. One of the requirements is that each student must have a project mentor. The mentor’s interest, time, and knowledge will help the student prepare the information needed to complete the project for the oral presentation and in some cases the research portion of this course. Thank you for agreeing to be a mentor to a Meadows Valley senior – your help is vital to the success of the Senior Project program.

As a mentor, you will be asked to verify the student’s effort on the project. **We would like you to have a minimum of three meetings or conferences with the student where you will view the project in different stages of completion (10 hours minimum);** however, you may meet as often as you feel necessary to assist with the student’s learning experience. The student should give you a timeline so that the project can be viewed during the beginning, middle, and end stages. It is the student’s responsibility to contact you and set up appropriate meeting times. In one of these meetings, the student will be asked to interview you, and your participation in that will be greatly appreciated. Projects will be presented publicly after the New Year, and you are highly encouraged to attend.

During the project’s development you will be asked to complete an interim form to gauge your student’s progress, usually the first week in December. After the project is finished, you will be asked to complete the project verification form as it relates to the student’s progress. Please be as honest as possible in evaluating the student’s efforts. The final form should be returned to the high school in January 2022. Please accept our thanks in advance for your help.

If you have questions or need more information, do not hesitate to call me at the school (208)347-2411 OR my cell (405)385-1771

Respectfully,  
Ms. Kaytlyn Gilliam  
Senior Project Facilitator  
kgilliam@mvsd11.org

Please sign here and ask your mentee to return this form to the senior project facilitator as soon as possible. Again, your assistance is invaluable, and we thank you for your mentorship.

Student Name: \_\_\_\_\_

Mentor Name: \_\_\_\_\_ Signature \_\_\_\_\_

Email \_\_\_\_\_ Daytime phone \_\_\_\_\_