



## Academic Yearbook

Dear Excel Christian Academy High School Parents, Guardians and Students,

In pursuit of Excellence in a Christ-Centered Atmosphere, ECA High School students will embark on a journey which will prepare them for post-secondary success. The academic yearbook is an initiative designed to showcase each student's high school progress and achievements. It integrates knowledge, skills and concepts from the student's program of study into one culminating project.

There is a content area focus for each year of the academic yearbook. As a school focusing on excellence, we require that all students read 25 books per academic year. In addition, students are required to complete 100 hours of documented community service (25 hours per year) throughout their high school career. Requirements are listed below by grade level:

### Basic requirements

#### Freshmen

- Title Page with recent photo and quote
- Signed Portfolio Commitment Form
- Transcript with Schedule Evaluation
- Freshman Year Goals Page
- Autobiography (3-5 pages)
- Biology Research Paper (3-4 pages)
- Community Service Documentation (25 hours per year enrolled at ECA)
- Future Plans
- Artifacts of Ninth Grade Learning Experiences (listed on a later page)
- Reflection of Freshman Year (requirements listed on a later page)

#### Sophomore

- Title Page with recent photo and quote
- Signed Portfolio Commitment Form
- Transcript with Schedule Evaluation
- Sophomore Year Goals Page
- Mathematics Research Paper (3-5 pages)
- Community Service Documentation (25 hours per year enrolled at ECA)
- Personality Assessment
- Copy of PSAT Scores
- Artifacts of Tenth Grade Learning Experiences (listed on a later page)
- Reflection of Sophomore Year (requirements listed on a later page)

#### Junior

- Title Page with recent photo and quote
- Signed Portfolio Commitment Form
- Transcript with Schedule Evaluation
- Junior Year Goals Page
- Opportunity Cost Project
- Student Resume
- Research Paper in United States History (5-8 pages)
- Oral Presentation of Paper
- Community Service Documentation
- Copy of PSAT Scores
- Artifacts (5) of Eleventh Grade Learning Experiences

#### Senior

- Title Page with recent photo and quote
- Signed Portfolio Commitment Form
- Transcript with Schedule Evaluation
- Senior Year Goals Page
- Revised Resume
- Writing Samples
- Two Letters of Recommendation
- Career- Based Research Paper
- Visual Product/Service
- Oral Presentation
- Copy of SAT Scores and/or ACT Scores
- Copy of College(s) application(s)
- Copy of Etowah Scholarship application
- Copy of Other Scholarship Application(s)
- Community Service Documentation
- Artifacts (6) of High School Experience

Students need support from teachers, counselors, advisors, mentors and parents to ensure successful completion of the academic yearbook. More detailed information concerning each year's requirements can be found in the Academic Yearbook handbook.

If there are any questions or concerns please contact one of us at (770)382-9488.

Thank you,

Mrs. Tammy Griffith  
Principal

Mr. Kenn Baker  
Assistant Principal

Mrs. Sheila Langford  
Assistant Principal



Dear Excel Christian Academy Parents and Guardians,

In pursuit of Excellence in a Christ-Centered Atmosphere, ECA students will embark on a journey which will prepare them for post-secondary success. The academic yearbook is an initiative designed to showcase each student’s high school progress and achievements. It integrates knowledge, skills and concepts from the student’s program of study into one culminating project. Students are required to complete components each year. The academic yearbook begins with the Freshman Portfolio and culminates with the Senior Project.

All ECA High School students are required to complete one hundred (100) hours of community service throughout their high school career as a graduation requirement. Students will document their community service through the use of logs which will be checked periodically by their advisor.

Parents, teachers and advisors should work with students to ensure successful completion of the portfolio. More detailed information concerning the requirements for each year can be found in their grade level Academic Yearbook handbook.

By signing you are stating that you are aware that the academic yearbook is a graduation requirement. In addition, you are agreeing that all work presented in your Academic Yearbook are original and have not be plagiarized.

Student \_\_\_\_\_ Date \_\_\_\_\_

Parent \_\_\_\_\_ Date \_\_\_\_\_

**THE ACADEMIC YEARBOOK IS A GRADUATION REQUIREMENT.**

Please feel free to contact any advisor with questions or concerns.



## Freshman Portfolio Important Information

### Freshmen Portfolio Advisors

Mrs. Hibbard

Dr. Simon

### Components

#### Freshmen

- Title Page with recent photo and quote Due: \_\_\_\_\_
- Signed Portfolio Commitment Form Due: \_\_\_\_\_
- Transcript with Schedule Evaluation Due: \_\_\_\_\_
- Freshman Year Goals Page (from form) Due: \_\_\_\_\_
- Autobiography (3-5 pages) Due: \_\_\_\_\_
- Biology Research Paper (3-4 pages) Due: \_\_\_\_\_
- Community Service Documentation (25 hours per year enrolled at ECA) (form) Due: \_\_\_\_\_
- Future Plans Due: \_\_\_\_\_
- Artifacts of Ninth Grade Learning Experiences Due: \_\_\_\_\_
- Reflection of Freshman Year (requirements listed on a later page) Due: \_\_\_\_\_

### Autobiography

The autobiography should include at least the following: family, hobbies, activities, goals in life, professional goals, people that have had a major impact in your life.

### Research Paper

You will complete a research paper in your Biology class. Your science teacher will serve as your advisor for this portion of the freshman portfolio. Once you submit your research paper it will be stored for submission with your senior project.

### Community Service

Community service involvement is a large part of the school experience. You will be required to complete twenty five (25) hours of community service as a part of the freshman experience. Use the community service verification form to record all community service. Please check with your advisors for opportunities for community service throughout the school year.

### Future Plans

Each freshman must complete a four year plan. This one page essay will detail what you plan to accomplish within your high school career. Please include academic, career-related and extracurricular goals. Mrs. Mero will serve as your advisor for this portion of the freshman portfolio.

**Artifacts**

Artifacts will be included in your freshman portfolio. This should be items that represent your ninth grade learning experience. You may include pictures, certificates, awards, etc. Write a 3- 5 Page typed reflection of your freshman year. It should include the following items:

1. Introduction
2. Memorable Moments
3. Special Occasions
4. Class Activities
5. Field Trips
6. Projects
7. Friends
8. Chapel
9. Sports
10. Concerts
11. School Activities
12. What was the biggest challenge of your freshman year? (Explain)
13. Discuss why you are a better student now than at the beginning of your freshman year.
14. Discuss your spiritual growth that occurred during the school year.
15. What are the areas of improvement in which you will focus on during your sophomore year?

**Freshman Portfolio  
Research Paper Guidelines**

The scientific research paper is a large part of the freshman portfolio. Your science teacher will provide you with a list of topics. The paper should be 3-4 pages in length, double spaced, using a standard twelve point font.

**Research**

You will be able to visit the media center and computer lab throughout the semester in class. However, do not limit your research to these times. It is your responsibility to conduct research outside of class time.

**Writing Sessions**

Opportunities for assistance with research and composition: Peer editing sessions, student-teacher conferences and meetings with your advisor. Use this advice to prepare your paper.

**Works Cited Page**

This is used to document your sources and should be developed according to MLA format. These websites will prove helpful:

<http://owl.english.purdue.edu/owl/resource/557/01/> and [www.palomar.edu/dsps/actc/mla/](http://www.palomar.edu/dsps/actc/mla/)



## Sophomore Portfolio Important Information

### Sophomore Portfolio Advisors

Mrs. Mroczko

Mr. Adcock

### Components

- |   |            |
|---|------------|
| • Title Page with recent photo and quote                              | Due: _____ |
| • Signed Portfolio Commitment Form                                    | Due: _____ |
| • Transcript with Schedule Evaluation                                 | Due: _____ |
| • Sophomore Year Goals Page   | Due: _____ |
| • Mathematics Research Paper (3-5 pages)                              | Due: _____ |
| • Community Service Documentation (25 hours per year enrolled at ECA) | Due: _____ |
| • Personality Assessment  | Due: _____ |
| • PSAT Scores   | Due: _____ |
| • Artifacts of Tenth Grade Learning Experiences                       | Due: _____ |
| • Reflection of Sophomore Year  | Due: _____ |

### Research Paper

You will complete a research paper in your Mathematics class. Your Mathematics teacher will serve as your advisor for this portion of the sophomore portfolio. Once you submit your research paper it will be stored for submission with your senior project.

### Community Service

Community service involvement is a large part of the ninth grade academy experience. You will be required to complete twenty five (25) hours of community service as a part of the freshman portfolio. Use the community service verification form to record all community service. Please check with your advisors for opportunities for community service throughout the school year.

### Personality Assessment

Students will take a self- assessment to help determine their strengths and apply results to finding compatible career choices. Results will be maintained in portfolio. Mrs. Mero will serve as your advisor for this portion of your portfolio

### PSAT scores

The PSAT is scheduled for October 19, 2016. Meetings will be held with the counselor and the advisors to discuss the results. A copy of the results should be maintained in the portfolio.

### Artifacts

Excel Christian Academy- Excellence in Education in a Christ-Centered Atmosphere

Artifacts will be included in your sophomore portfolio. This should be items that represent your tenth grade learning experience. You may include pictures, certificates, awards, etc. Write a 3- 5 Page typed reflection of your sophomore year. It should include the following items:

1. Introduction
2. Memorable Moments
3. Special Occasions
4. Class Activities
5. Field Trips
6. Projects
7. Friends
8. Chapel
9. Sports
10. Concerts
11. School Activities
12. What was the biggest challenge of your sophomore year? (Explain)
13. Discuss why you are a better student now than at the beginning of your sophomore year.
14. Discuss your spiritual growth that occurred during the school year.
15. What are the areas of improvement in which you will focus on during your junior year?

### **Sophomore Portfolio Research Paper Guidelines**

The research paper is a large part of the sophomore portfolio. The topic of your research paper will be a Christian Mathematician. Your Mathematics teacher will provide you with a list of topics. The paper should be 3-5 pages in length, double spaced, using a standard twelve point font.

#### **Research**

You will be able to visit the media center and computer lab throughout the semester in class. However, do not limit your research to these times. It is your responsibility to conduct research outside of class time.

#### **Writing Sessions**

Opportunities for assistance with research and composition: Peer editing sessions, student-teacher conferences and meetings with your advisor. Use this advice to prepare your paper.

#### **Works Cited Page**

This is used to document your sources and should be developed according to MLA format. These websites will prove helpful:

<http://owl.english.purdue.edu/owl/resource/557/01/> and [www.palomar.edu/dsps/actc/mla/](http://www.palomar.edu/dsps/actc/mla/)



## Junior Portfolio

### Junior Portfolio Advisors

Mr. Slider

Mrs. West

### Components

- Title Page with recent photo and quote Due: \_\_\_\_\_
- Signed Portfolio Commitment Form Due: \_\_\_\_\_
- Transcript with Schedule Evaluation
- Junior Year Goals Page Due: \_\_\_\_\_
- Opportunity Cost Project
  1. top three career choices Due: \_\_\_\_\_
  2. three Georgia colleges Due: \_\_\_\_\_
  3. college descriptions Due: \_\_\_\_\_
  4. three out-of-state colleges Due: \_\_\_\_\_
  5. GPA, SAT, and ACT for six colleges Due: \_\_\_\_\_
  6. Common Core Application, college essay, teacher recommendation Due: \_\_\_\_\_
  7. college costs for three colleges Due: \_\_\_\_\_
  8. miscellaneous expenses for three colleges Due: \_\_\_\_\_
  9. courses required for one college Due: \_\_\_\_\_
  10. scholarship information Due: \_\_\_\_\_
  11. three jobs with current skill level Due: \_\_\_\_\_
  12. two paragraph conclusion Due: \_\_\_\_\_
- Student Resume Due: \_\_\_\_\_
- Research Paper in United States History (5-7 pages) Due: \_\_\_\_\_
- Oral Presentation of Paper Due: \_\_\_\_\_
- Community Service Documentation Due: \_\_\_\_\_
- PSAT Scores Due: \_\_\_\_\_
- Artifacts (5) of Eleventh Grade Learning Experiences Due: \_\_\_\_\_

### Community Service

Taking ownership and modeling citizenship in your community is an important piece to the junior project and building character. You will be required to complete 25 hours of documented community service as a part of the Junior Project. There will be numerous opportunities for community service both on and off campus throughout the school year. Please check with your advisors for these upcoming opportunities.

### PSAT scores

The PSAT is scheduled for October 19, 2016. Meetings will be held with the counselor and the advisors to discuss the results. A copy of the results should be maintained in the portfolio.

**Artifacts**

Artifacts (at least five) will be included in your junior portfolio. This should be items that represent your eleventh grade learning experience. You may include pictures, certificates, awards, etc. It could be items that represent what you did in the following:

1. Introduction
2. Memorable Moments
3. Special Occasions
4. Class Activities
5. Field Trips
6. Projects
7. Friends
8. Chapel
9. Sports
10. Concerts
11. School Activities
12. What was the biggest challenge of your freshman year? (Explain)
13. Discuss why you are a better student now than at the beginning of your freshman year.
14. Discuss your spiritual growth that occurred during the school year.
15. What are the areas of improvement in which you will focus on during your sophomore year?

**OPPORTUNITY COST PROJECT****Excel Christian Academy 2016-2017**

1. List your top 3 career choices. Write a paragraph that explains why you chose each career. Describe the basic duties and responsibilities of each career choice. Discuss the level of education needed or preferred for each career choice.  
Due: \_\_\_\_\_
2. Identify three colleges in Georgia that offer a degree in your career choice. If you choose to attend a community college first, you must include that choice in your college choices; however, it does not count as one of your three colleges. Due: \_\_\_\_\_
3. Write a brief description of each Georgia college and explain why it is one of your three choices. Include the distance from your home. Due: \_\_\_\_\_
4. Identify three out- of- state colleges that offer a degree in your career choice. Write a brief description of each college and explain why it is one of your three choices. Include the distance from your home. Due: \_\_\_\_\_
5. List the GPA, SAT, and ACT Scores needed to gain entrance to each of your college choices. Present these in a table form. Due: \_\_\_\_\_
6. Fill out the College Common Application. You must include the printed out complete application for 2015-2016 (neat and complete as though it is for the college that you passionately want to attend most), the essay for one of this year's essay prompts (typed, spelling and grammar correct, of a length that would be appropriate for a college essay, and your best work), and one teacher recommendation from the common application website (YOU must print it out and give it to one teacher and give him/her adequate time for completion.). Print in black ink, use correct spelling, and leave nothing blank unless the information is not available. Due: \_\_\_\_\_



7. Provide a detailed summary of the cost of your college education for three of your chosen colleges. Attach printed documentation of each cost. Put this in a table. Write a paragraph reflection on what you learned from this activity.

	College	College	College
Tuition			
Housing			
Books			
Student Activity Fees			
Parking Fees			
Transportation Cost			
Testing Fees			
Graduation Fees			
Cap & Gown Fees			
Senior Dues			
Spring Break			
Miscellaneous Items			
Total Cost for Four Years			

Due: \_\_\_\_\_

8. Provide the cost of the following expenses during your college career for three of your chosen colleges. Provide written documentation for each expense. Write a paragraph reflection for what you learned from this exercise.

College	Car Payment	Insurance	Food	Clothing	Entertainment	Tires	Automobile Maintenance	Parent Funds	Total

Due: \_\_\_\_\_

9. List in detail the courses you must take to complete you major and graduate for three of your colleges. Separate the core classes from the classes in your major. List the hours for both core and major classes. List the total number of hours needed to graduate. Due: \_\_\_\_\_

10. Scholarship Information (Undergraduate). Provide written documentation of each.

- List and identify five scholarships offered by a school you have chosen to attend.
- List and identify five scholarship offered at the local (Cartersville) level.
- List and identify five scholarships that are offered on the state level.
- List and identify ten scholarships that are offered on the national level that are based on your occupational choices, gender, and ethnicity.
- List the major components of the Hope Scholarship.

Due: \_\_\_\_\_

11. List three jobs that you could obtain with your current skill level. Present in a table.

- Identify the duties and responsibilities that are required for the job.
- List the weekly, monthly and yearly salary and/or wages for the job.
- Deduct 35% of your salary and wages for taxes (Federal and State Income Tax and Social Security) to determine your take home pay.

Due: \_\_\_\_\_

12. Write a two paragraph conclusion to your project.

### **Research Paper**

The research paper is a large part of the junior project. The topic of your research paper should be an assigned topic from US History. It should be 5 – 7 pages in length, double spaced, using a standard twelve point font.

#### **Thesis Statement**

The thesis statement should clearly present an argument. Guide your research to support this argument. Your ELA teacher will help you in developing an effective thesis statement if you seek out the assistance.

#### **Outline**

This is designed to help you guide the format of your paper.

#### **Research**

You will be able to visit the media center and computer lab throughout the semester in class; however, do not limit your research to these times. It is your responsibility to conduct research outside of class time. More detailed information will be provided by your ELA and US History teacher.

#### **Rough Draft**

Opportunities for others to critique your paper: Peer editing sessions, student-teacher conferences and meetings with your advisor. Use this advice to revise your paper and prepare it for final submission.

#### **Works Cited Page**

This is used to document your sources and should be developed according to MLA format. These websites will prove helpful:

<http://owl.english.purdue.edu/owl/resource/557/01> and [www.palomar.edu/dsps/actc/mla](http://www.palomar.edu/dsps/actc/mla)



**Senior Portfolio**  
**Senior Project Important Information**

**Senior Project Advisors**

Mrs. Peterson

Ms. Edwards

**Components**

- |   |            |
|---|------------|
| • Title Page with recent photo and quote    | Due: _____ |
| • Signed Portfolio Commitment Form          | Due: _____ |
| • Transcript and Schedule Evaluation        | Due: _____ |
| • Senior Year Goals Page                    | Due: _____ |
| • Writing Samples                           | Due: _____ |
| • Revised Resume                            | Due: _____ |
| • Two Letters of Recommendation for College | Due: _____ |
| • Career- Based Research Paper              | Due: _____ |
| • Visual Product/Service                    | Due: _____ |
| • Oral Presentation                         | Due: _____ |
| • Copy of SAT Scores and/or ACT Scores      | Due: _____ |
| • Copy of College(s) application(s)         | Due: _____ |
| • Copy of Etowah Scholarship application    | Due: _____ |
| • Copy of Other Scholarship Application(s)  | Due: _____ |
| • Community Service Documentation           | Due: _____ |
| • Artifacts (6) of High School Experience   | Due: _____ |

**Community Service**

Taking ownership and modeling citizenship in your community is an important piece to the senior project and building character. You will be required to complete 100 hours (25 hours per year) of documented community service as a part of the Senior Project. There will be numerous opportunities for community service both on and off campus throughout the school year. Please check with your advisors for these upcoming opportunities.

**Writing Samples**

The opening writing sample should be an essay (1 page). This can be either a college essay or an essay of future plans. This will be followed by two journals (1 page minimum). One should be a review of your high school experience and you may choose the topic for your second journal. The book review (2 page minimum) should be on a classic or contemporary piece of literature. The journal article review (1 page minimum) should be written in response to a literary criticism about the book selected for your book review.

**Guidelines**

**Research Paper**

The research paper is a large part of the senior project. The topic of your research paper should be related to an issue within your chosen career path. This is not a paper about your career choice. It should be 5 – 7 pages in length, double spaced, using a standard twelve point font.

### **Thesis Statement**

The thesis statement should clearly present an argument. Guide your research to support this argument. Your English teacher will help you in developing an effective thesis statement if you seek out the assistance.

### **Outline**

This is designed to help you guide the format of your paper.

### **Research**

You will be able to visit the media center and computer lab throughout the semester in class; however, do not limit your research to these times. It is your responsibility to conduct research outside of class time. More detailed information will be provided by your ELA teacher.

### **Rough Draft**

Opportunities for others to critique your paper: Peer editing sessions, student-teacher conferences and meetings with your advisor. Use this advice to revise your paper and prepare it for final submission.

### **Works Cited Page**

This is used to document your sources and should be developed according to MLA format. These websites will prove helpful:

<http://owl.english.purdue.edu/owl/resource/557/01> and [www.palomar.edu/dsps/actc/mla](http://www.palomar.edu/dsps/actc/mla)

### **Guidelines**

#### **Presentation**

You are to sign up for a presentation date and time with your ELA teacher.

#### **Minimum requirements**

PowerPoint Format

8- 10 slides

10 minutes

#### **Suggested Slides**

- |                              |  |
|------------------------------|--|
| 1. Opening Slide             | 8. Extracurricular Activities & Sports |
| 2. Introduction              | 9. Educational Goals                   |
| 3. Strengths & Weaknesses    | 10. Career Goals (Career Report)       |
| 4. Passions & Values         | 11. Advancements in Career Field       |
| 5. Skills & Aptitudes        | 12. Product                            |
| 6. Experience                | 13. Research Paper                     |
| 7. Community Service         | 14. Thanks & Tributes                  |
| <b>Non Negotiable Slides</b> | <b>1, 7 &amp; 9-13</b>                 |

#### **Artifacts**

Please include a copy of your most current transcript, a second letter of recommendation, community service verification forms indicating 100 hours of community service served, a copy of your PowerPoint presentation (in handout layout 6 slides per page).



**Community Service Verification Form**

**Student Name** \_\_\_\_\_

<b>Organization/ Agency</b>	<b>Date</b>	<b>Activity</b>	<b>Hours</b>	<b>Agency Representative</b>	<b>Signature</b>
<b>(Example) Happy Pet Veterinary Hospital</b>	<b>10/10/2014</b>	<b>Fed the sick animals</b>	<b>3</b>	<b>Sally Vet</b>	<b>Sally Vet</b>