

December 1, 2011

Dear 7<sup>th</sup> Grade Parents,

The time is at hand for all students to begin thinking about the annual Academic Fair. This process includes a research paper, a display, and an oral presentation. English, computer, library, and science teachers will combine efforts to teach research techniques. Students will be provided with tools and in-class instruction to assist them with this process.

The following includes a calendar of due dates, the specific requirements for the research paper, and the grading criteria for each part of the process. It is essential that students keep up with the weekly deadlines so they do not become overwhelmed. The Academic Fair research paper and project represent a fairly large undertaking for each student. The Academic Fair will culminate with an Open House on March 15, 2012, when all projects will be on display, and students will be prepared to discuss them.

As parents, you can help your child with this process in the following ways:

- 1) You should provide opportunities for your child to go to the library to find appropriate materials on his/her chosen topic. It is important that all students find sources at an appropriate reading level.
- 2) You may also want to take your child to visit museums, medical institutions, or special agencies which may have relevant information on the chosen topics. Introducing students to persons who have expertise in this subject can be a valuable experience and will provide additional sources to be used for the project.
- 3) Please remember that both the research paper and project are to be based on the student's research and that the teachers are providing instruction and opportunity for individual help at school. We want the work to reflect each student's ability and effort; we ask that you not get too involved in any of the separate assignments, including the paper and display. You certainly may lend assistance, but please let this be your son's or daughter's project.

This process should be rewarding and worthwhile for each student, and we appreciate your continued support at home. Please feel free to call us if you have any questions.

Thank you.

Sincerely,

Kevin Quinlan and Anne Smith