

COMMUNITY SERVICE INFO 2014-15

WHAT ARE THE REQUIREMENTS FOR COMMUNITY SERVICE?

- 1. 6TH GRADE STUDENT TO COMPLETE 15 HOURS PER YEAR, 7TH GRADERS TO COMPLETE 20 HOURS PER YEAR, 8TH GRADERS TO COMPLETE 25 HOURS PER YEAR.**
- 2. EACH STUDENT MUST COMPLETE A MINIMUM OF TWO DIFFERENT TYPES OF COMMUNITY SERVICE ACTIVITY PER SCHOOL YEAR. A TWO HOUR PENALTY WILL BE APPLIED IF THIS REQUIREMENT IS NOT MET.**
- 3. STUDENTS MAY NOT WORK MORE THAN EIGHT HOURS PER DAY, PER VOLUNTEER ACTIVITY. ANY HOURS IN EXCESS OF 8 HOURS WILL NOT BE COUNTED TOWARD STUDENTS FINAL TOTALS.**
- 4. ALL ACTIVITIES MUST BE RECORDED ON THE COMMUNITY SERVICE "LOG" AND "REFLECTION" PAGES IN THE ORDER BY DATE PERFORMED.**
- 5. EACH ENTRY ON THE RECORD PORTION OF THE "LOG" AND "REFLECTION" PAGE MUST BE DATED AND SIGNED IN PEN BY THE EVENT ADULT SUPERVISOR / COORDINATOR. IF MULTIPLE DATES ARE WORKED AT THE SAME ACTIVITY, EACH DATE AND THE HOURS WORKED MUST BY RECORDED SEPARATELY.**
- 6. IF THE ACTIVITY IS CONTINUED THROUGH THE "2ND AND 3RD COLLECTION PERIOD (NOTE THE DUE DATES), A NEW COMMUNITY SERVICE SHEET MUST BE CREATED AND PLACED IN THE APPROPRIATE TRIMESTER SECTION WITHIN THE FOLDER.**
- 7. EACH ACTIVITY MUST HAVE A COMPLETED REFLECTION. THE REFLECTION MUST BE ANSWERED IN COMPLETE SENTENCES (NO ONE WORD ANSWERS!) THIS INCLUDES EVENT NAME AND LOCATION, EVENT DESCRIPTION, DATES, TASKS PERFORMED, STUDENT NAME AND PARENT SIGNATURE.**
- 8. ONCE THE COMMUNITY SERVICE ACTIVITY'S HOURS HAVE BEEN RECORDED FOR A COLLECTION PERIOD, STUDENTS CANNOT RECORD ACTIVITIES OR HOURS FROM THE PREVIOUS TRIMESTERS.**
- 9. THE COMPLETED COMMUNITY SERVICE LOG AND REFLECTION PAGES AND MUST BE TURNED IN ON TIME TO BE CONSIDERED FOR EVALUATION AND RECORDING OF HOURS.**
- 10. COMMUNITY SERVICE ACTIVITY MUST BE WITH AN ORGANIZED NON-PROFIT ORGANIZATION WITH A 501(C) DESIGNATION.**
- 11. 8TH GRADE STUDENTS MAY NOT INCLUDE CARNIVALS OR FAIRS FOR ANY CHURCH, SCHOOL, CITY, COUNTY, STATE OR PRIVATE ORGANIZATION AS COMMUNITY SERVICE.**
- 12. ADULT SUPERVISOR THAT SIGNS ON THE "LOG" MUST BE OVER 18 YEARS OR OLDER AND MUST BE THE SUPERVISOR OF THE EVENT. IT CANNOT BE THE STUDENT'S PARENT OR RELATIVE.**
- 13. COMMUNITY SERVICE INVOLVING TUTORING MUST RECEIVE PRE-APPROVAL FROM IBMYP PROGRAM COORDINATOR.**