

COMMUNITY SERVICE LEARNING EXPERIENCE PROGRAM

2015 – 2016

In keeping with Tri-County's philosophy of providing students with a well-rounded education that will help produce responsible citizens, students will participate in the Tri-County Community Service Learning Experience in grades nine through eleven. Tri-County students will be asked to reach out to help others. Each student is required to perform community service learning in keeping with personal abilities and interests.

Required Hours

- Grade 9 10 Hours
- Grade 10 15 Hours
- Grade 11 20 Hours

- ❖ **Note: Only 5 hours can be used from Tri-County's Career Days**
- ❖ **Only 50% of a student's hours can be completed at Tri-County**

Note: If total hours required are not completed by the student he/she will lose the corresponding % of their **final grade**.

Example: ½ hours = 50% off

Benchmarks	% of Overall Grade
Service Contract (Page 2): The student and his/her parent or guardian must print and sign the contract	5%
Service Proposal: <ul style="list-style-type: none"> • Each student must submit a typed proposal describing all intended community service projects. • The student's Social Studies teacher must approve each project. The proposal must be resubmitted with the final product and must match the approved proposal from the teacher. • Any change to the original service proposal must be resubmitted to and approved by the teacher. • Potential summer community service projects must be approved by the student's teacher prior to leaving school in June. 	5%
50% of Hours Completed (Service Log Page 4): <ul style="list-style-type: none"> • The student must record the date and the hours of each service activity on the service log. The person responsible for supervising the student's work must sign off in the space provided. • Fifty percent of the student's hours must be completed and documented on the log on January 22nd for Sophomores and January 15th for Freshmen and Juniors. • The completed log must be turned in with the final submission of the project to receive any credit. • Note: Parents may not sign off on their student's hours unless they are associated with the organization where the service was performed. (Example: A nurse may sign off on service completed at his/her hospital) 	5%
Rough Draft of Student Reflection (Page 5): <ul style="list-style-type: none"> • Each student must write a reflection of his/her community service activities. • A rough draft of the reflection paper must be submitted prior to the final draft. • The reflection should include items listed on page 6. • The final copy of the reflection must be typed and a minimum of two double-spaced pages, 12 point Times New Roman with one inch margins. 	5%
Final Project: See Page 7	80%

STUDENT CONTRACT (5%)

As a member of Tri-County Community, I recognize and understand that caring for and serving others is an integral part of a student's personal growth. I understand that the Service Learning Experience is a requirement for every student at Tri-County and that it calls for a true commitment on my part.

I, _____, agree to the conditions set forth in this packet outlining the Service Learning Experience at Tri-County:

In grade 9, I will complete 10 hours of service

In grade 10, I will complete 15 hours of service (50% of which must occur **outside** of Tri-County)

In grade 11, I will complete 20 hours of service (50% of which must occur **outside** of Tri-County)

I understand that failure to complete the necessary elements of the community service learning project as stipulated in this packet will result in forfeiture of 10 % of my final average. In grades 9 and 11 the community service project will take the place of a mid-year exam, while in grade 10 it will take the place of a final exam. **In keeping with the guidelines I recognize that I can only complete five hours during Tri-County's Career Days.** I also acknowledge that I am responsible for all information contained in this packet and that this is the only hard copy I will receive. This packet is readily available and can be accessed at any time via the Tri-County website.

My final project will include all of the following items:

- Service Contract
- Approved Service Proposal
- Completed Service Log
- Reflection of the learning experience (Rough Draft and Final Copy)
- Power Point / Slideshow
- Oral Presentation

I also understand that late projects will not be accepted after June 6th for Sophomores or June 2nd for Freshmen/Juniors without a documented exception.

***Students MAY utilize the HERO Walk at Tri-County on September 20th toward their hours. If they attend TWO (2) SADD meetings and successfully complete the walk they will satisfy all of their hours. All steps still need to be completed and missing a meeting will result in a ten point reduction on the final project grade.**

Student Signature: _____ Date: _____

Social Studies Teacher's Name _____ Class Period: _____

Parent Signature: _____ Date: _____

TYPES OF COMMUNITY SERVICE

Direct Service: involves interaction with the people being served. **Examples:**

- Teaching / helping in an elementary classroom
- Coaching a team
- Assisting in an after school program
- Visiting residents in an elderly care facility
- Serving meals in a soup kitchen

Indirect Service: helps the community without requiring personal interaction. **Examples:**

- Cleaning up litter along a road or at a park for an organization
- Clean up or maintenance work for any non-profit organization
- Cataloging books in a public library
- Volunteering in a police or fire station
- Volunteering to help out at Tri-County function

Note: Direct service activities may sometimes be performed in “for profit” institutions such as elderly care facilities or day care centers. However, indirect service activities should **always** involve non-profit organizations.

Examples of Organizations Students have Served			
Religious Organizations	Animal Shelters	Youth Organizations	TC Green Club and Athletics
Boy and Girl Scouts of America	Christmas is for Kids	Special Olympics	Nursing Homes
Food Kitchens/Pantries	Town Parks and Recreation Departments	Local Nonprofit Organizations	Habitat for Humanity
Public libraries	Schools	Community Theaters	American Cancer Society

Not Approved Community Service

- **Work for any business for which the owner(s) would normally pay**
- **Service to any member of the student’s nuclear or extended family¹**
- **Service to any neighbors, family friends and other individuals**
- **Work for which payment in cash, gifts, etc. is received**
- **Any activity that occurs during the school day or that the student receives class credit for, such as vocational placement work**

¹ Tri-County acknowledges the importance of helping out family members and neighbors but sees such service as distinct from “community” service.

COMMUNITY SERVICE LOG

Student Name: _____

	Agency Address Phone Number	Date	Number of Hours	Signature of supervisor
1				
2				
3				
4				
5				
6				

REFLECTION GUIDELINES & RUBRIC

All students must complete a written reflection that analyzes their service learning activity. **This reflection must be two typed pages, double-spaced, size 12 font, and with one inch margins.** Your reflection must thoughtfully describe your experiences and need to explain what you learned. You must submit both your corrected rough and your final draft with your completed project. Follow the guidelines and rubric below to develop your reflection.

1-2 paragraphs: Explaining in detail your responsibilities and duties performed including a concise description of your service. Describe exactly what you did and how you did it.

1-2 paragraphs: Analyze what impact your service had on the people/agency that you assisted.

1-2 paragraphs: Examine what your project taught you about yourself, as well as your responsibility as a member of the community.

1-2 paragraphs: Evaluate some of the benefits and drawbacks of your particular type of community service.

Grading Rubric

A range:

Provides the required amount of writing and is clearly organized, contains detailed descriptions, rich language, and good control of grammar. Reflection is two typed pages, double-spaced, size 12 font, and with one inch margins. It shows thoughtful analysis, and clearly illustrates connection to service activity and learning experiences.

B range:

Provides the required amount of writing. The selection has appropriate organization, adequate development of details, acceptable vocabulary and minor errors with grammar. Reflection is two typed pages, double-spaced, size 12 font, and with one inch margins. It shows adequate reflection, and the student's learning experience with the activity is evident.

C range:

Provides partial amount of required writing. The selection has weak organization and structure, poor development of details and descriptions, simplistic vocabulary and errors with grammar. Reflection is shoddily typed without double spacing and correct formatting. Inadequate analysis of activity is shown, and connection to service activity and learning is not clear.

D range:

Provides partial amount of required writing and the selection has no organization, unfocused details, weak vocabulary and several errors that interfere with communication. Reflection is not typed. Very little analysis and no connection to learning experience are evident.

F range:

Selection is too brief to evaluate.

SLIDESHOW GUIDELINES & RUBRIC

All students must construct a slide show to share with their peers that highlights their service learning activities. Follow the guidelines and rubric below to develop your slideshow.

Your slideshow must include at least **10** slides on your service project, including a cover slide. (**Note:** “The end” does not qualify as a tenth slide)

Slide One: A cover slide that includes your name, date, period, and a graphic.

Slides Two - Ten: Should include bulleted descriptions and pictures/graphics of your community service project. Utilize your reflection as the foundation for your Power Point. The following are examples of potential slides

- Place of service
- Duties performed
- Things learned
- Impact of service

Presentation should be a minimum of **5** minutes long.

Note: Students who do not have access to a computer at home should be aware that computers are available at the Tri-County library after school.

Grading Rubric

A range:

Presentation shares excellent detailed descriptions of their experience with audience. Connection to service activity and learning experiences are clearly stated. Excellent use of eye contact, gestures, and voice variety. Exemplary visual product shows pictures that strongly support oral presentation.

B range:

Presentation shares adequate descriptions of their experience. Student’s connection to activity and learning experience is evident. Good use of eye contact, gestures and voice variety. Visual product shows pictures that support presentation.

C range:

Presentation shares few descriptions and details of the experience. Connection to service activity and learning is not evident and or not clearly stated. Little use of eye contact, gestures, and inappropriate use of voice variety. Visual product poorly completed and inadequately supports presentation.

D range:

Presentation shares no descriptions or details of the experience. No connection to learning experience is evident. No use of eye contact, gestures, or voice variety. Visual product not done.

F range:

Presentation not completed.

GRADES 9 & 11 SERVICE CALENDAR

Sep 21 - 24, 2015	Students are provided community service packet and information
Sep 24, 2015	Parents informed at Orientation Night
Oct 5, 2015	Service Contracts due
Oct 19, 2015	Service Proposals due
Jan 15, 2016	50% of hours must be completed and documented. Final date for proposal revision submission
Mar 28, 2016	Rough draft of reflection due
May 2, 2016	Entire Community Service Project due
May 2 – 6, 2016	Community Service presentations
June 6, 2016	NO Late Community Service will be accepted after this date

The community service project is completed in lieu of a mid-year exam.

Late Policy:

The final project is due on May 2nd. For every day late the student will lose an additional ten points off of the **ENTIRE** project.

If certain elements of the project are not completed for May 2nd it will count as being incomplete and will be marked late.

Late submissions after June 6th will NOT be accepted unless there is a documented and excused absence from the school.

PLEASE NOTE: ANY STUDENT WHO HAS COMPLETED THE ENTIRE PROJECT AND ALL STEPS PRIOR TO THE DUE DATE MAY MAKE AN APPOINTMENT WITH HIS/HER TEACHER TO PRESENT TO THE CLASS EARLIER IN THE SCHOOL YEAR.

GRADE 10 SERVICE CALENDAR

Sep 11 - 18, 2015	Students are provided community service packet and information
Sep 29, 2015	Parents informed at Orientation Night
Oct 2, 2015	Service Contracts due
Oct 13, 2015	Service Proposals due
Jan 22, 2016	50% of hours must be completed and documented. Final date for proposal revision submission
April 5, 2016	Rough draft of reflection due
May 9, 2016	Entire Community Service Project due
May 9 - 13, 2016	Community Service presentations
June 2, 2016	NO Late Community Service will be accepted after this date

The community service project is completed in lieu of a final exam.

Late Policy:

The final project is due on May 9th. For every day late the student will lose an additional ten points off of the **ENTIRE** project.

If certain elements of the project are not completed for May 9th it will count as being incomplete and will be marked late.

Late submissions after June 2nd will NOT be accepted unless there is a documented and excused absence from the school.

PLEASE NOTE: ANY STUDENT WHO HAS COMPLETED THE ENTIRE PROJECT AND ALL STEPS PRIOR TO THE DUE DATE MAY MAKE AN APPOINTMENT WITH HIS/HER TEACHER TO PRESENT TO THE CLASS EARLIER IN THE SCHOOL YEAR.