

**HARTLAND HIGH SCHOOL**  
**09/10 SERVICE LEARNING/COMMUNITY SERVICE RECORD**  
*(Helping relatives or fund raisers for extracurricular activities will not count. See back)*

Name: \_\_\_\_\_ Date: \_\_\_\_\_ YOG: \_\_\_\_\_

Teacher and class hour: \_\_\_\_\_ for Month of: \_\_\_\_\_

Date work completed: \_\_\_\_\_ Total hours worked: \_\_\_\_\_

**\*\*\*\*Each question must be filled out with complete sentences and complete thoughts. If this is not done, full credit will not be given. \*\*\*\***

Briefly describe the work that you did and why you feel that this should count as community service.  
**Write two or three sentences.**

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Who was your contact person or supervisor?

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Who benefited from the work you did and how?

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What did you gain from this project? Explain with more than just one sentence please.

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Why did you decide to do this project?

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Would you do something similar to this again?                      YES                      NO

Explain:

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**Signature, Phone # & Date are required for verification:**

\_\_\_\_\_  
**(The person who will vouch for the accuracy of above**

**information, including dates and time.)**                      Phone # \_\_\_\_\_  
Date: \_\_\_\_\_

**\*\*Due to Career Center NO LATER than May 1st by student or teacher.**

**DEFINITIONS:**

**Volunteer:** A person who renders aid, performs a service, or assumes an obligation voluntarily that benefits at least one other unrelated person, and for which the student does not receive monetary compensation.

**Service:** An act of assistance or benefit to another or others.

**Community Service:** “An act of assistance or benefit to another or others, it is implied that the service be for persons unrelated to the student, and is for charitable rather than political purposes. Further, the resolution defines community service as performed voluntarily, so the student may not be financially compensated for the service (working athletic events whereby money is placed into team’s account), excluding regular extracurricular activities such as athletics, band, choir, etc. Simply belonging to a service oriented organization or club does not count but the actual community service activities they perform would count (ex. raise money for a local charity).”

**ELIGIBLE ACTIVITIES:** (include but are not limited to)

- ❖ Reading to children in the elementary grades.
- ❖ Tutoring a fellow student or younger student.
- ❖ Mentoring younger children.
- ❖ Participating in activities that encourage middle school children to prepare for college.
- ❖ Volunteering at a hospital, nursing home, etc.
- ❖ Service performed as a requirement for membership in National Honor Society or similar organization.
- ❖ Serving others in a manner not associated with a community service organization (e.g., helping an elderly neighbor not related to the student do grocery shopping each week, lawn care, etc.).
- ❖ Working with a church group to build a shelter for residents of an impoverished community, either locally or in some other state or country.
- ❖ Performing with the school band or choir at a local retirement center for which no admission fee is charged and whose sole purpose is to entertain the elderly.
- ❖ Planning and participating in a bake sale, car wash, or similar activity with fellow students to raise money for a local charity.
- ❖ Helping with activities at the elementary (CSE, LES, RES, VES), Farms, Ore Creek schools.

Community service or volunteering is meant to benefit the community, the following (not limited to) **will not count for community service:**

- Fund raisers for sport teams, classes, clubs, or community programs that use funds for the betterment of the organization.
- Singing in the church choir.
- Taking care of pets.
- Childcare for family members.
- Housework or yard work for family.
- “Cleaning my closet & giving away my clothes.” (Family responsibility)

**ELIGIBILITY** – Students are encouraged to consult with Career Center staff about the eligibility of an activity not listed above. Do NOT assume that your community service hours will automatically count!

**RECORD KEEPING** – Students need to understand that they must complete the required Service Learning/Community Service Record form and turn into the Career Center.

**ALL HOURS MUST BE TURNED IN BEFORE MAY 15 OF THE CURRENT SCHOOL YEAR.** Hours submitted beyond the deadline will be applied to the following school year

**DISCLAIMER** – Hartland High School may, at its discretion and at any time, modify this policy

Students must submit completed community service forms to the Career Center before May 1st of the current school year. **Hours submitted beyond the deadline will be applied to the following school year.**