DCSD Community Service Documentation

Purpose: Through community service students are given opportunities to become responsible citizens by helping others while learning selflessness and fostering personal growth.

Student Information
Student Name: ____________________________  Graduating Year: 20
Legend High School
Male: ☐  Female ☐

Organization Information
Organization: ____________________________  Dept: ____________________________
Address: ____________________________  City: ____________________________
State: ____________________________  Zip Code: ____________________________

Description of Service Performed: __________________________________________

Verifying Information

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<tr>
<th>Date of Service</th>
<th>Hours Served</th>
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Evaluation of students work: Unsatisfactory ☐  Satisfactory ☐  Excellent ☐
Comments: __________________________________________

Verified by Site Contact (please print) ____________________________
Signature of Verifier ____________________________

Supervisor or Verifier may not be signed by the parent.

Student/Parent
I verify that I have completed the above documented service and have followed all guidelines. I understand that I must fully complete all parts of the form including the reflection page in order to have my completed service hours processed to fulfill my community service graduation requirement of 20 hours.

__________  ____________
Student Signature  Date

By signing below, I verify that I have given approval for my child to participate in this service activity, and that he/she has completed the hours of service as indicated above.

__________  ____________
Parent Signature  Date

"Everyone can be great, because everyone can serve." ~ Martin Luther King, Jr.
REFLECTION

"Everyone can be great, because everyone can serve." ~ Martin Luther King Jr.

Student Name: ________________________  Graduation Year: __________

Please select two of the five questions to answer. Fill out the questions as completely as possible, feel free to use additional sheets of paper if necessary. A five sentence minimum is required.

1. Why did you choose this activity? Do you have an interest in this area?
2. What did you observe during your community service activity that made an impact on you?
3. What did you learn?
4. Was this a positive or negative experience for you and why?
5. How does this contribute to you being a responsible citizen?

First Response:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Second Response:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
Every student attending a Douglas County School is required to fulfill a 20 hour community service requirement outside of their home and family environment in order to graduate. Any activity that meets the following guidelines is acceptable. All hours must be documented on a DCSD Community Service Documentation form, completely and legibly, to be processed. All hours documented will be noted on the student’s transcript.

**Acceptable:**

- A non-profit in good standing
- Any service lasting a minimum of 2 hours total. (This can include service opportunities that take place over several different days for less than 2 hours at a time, it must add up to 2 hours to be accepted for processing)
- Any service commencing after the successful completion of eighth grade.
- Recommended completion by end of third quarter of senior year, except by prior approval of the principal.
- Any activity completed outside of regular school hours.
- All aspects of the service approved by parent or guardian.
- Service learning hours which receive no academic credit.

**Not Acceptable:**

- More than 5 hours of service learning being performed for a school team, club, activity, or faculty member. (This does not include activities scheduled by school organizations or faculty members to assist an outside organization, such as NHS coordinating volunteers to help at the Food Bank of the Rockies.)
- Any service paid for or for credit for disciplinary or adjudicated purposes.
- Any activity for family, friends, an employer or private business.
- Non-approval or absence of approval by the parent or guardian.
- Any activity completed during school hours except with prior approval of the principal.
- Any activity that is rewarded by a badge, such as Boy and Girl Scouts.
- Any activity that results in lettering at the school.

Any student who is lacking transportation and would like information about service opportunities at school or has any questions about graduation requirements should contact their respective high school’s Counseling Department.

**Volunteer Connect is an excellent resource for volunteer opportunities. VolunteerConnectDC.org**

We make a living by what we get, but we make a life by what we give."

- Winston Churchill