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New West Charter Middle School Community Service Guidelines

Dear Parents and Students,

Each student at New West is required to fulfill at least 6 hours of community service for the school year; there is a four-hour limit for a single project or service at one place. A directory of community services that are available to middle school students is provided for you to peruse. Students may participate in projects that do not appear in the directory.

Community Service is a key component in the charter at New West and is one of the key principles of philosophy in what we believe to be an important part to the development of a student. It is our effort to better clearly define what community service is at New West. Please use the following guidelines in order to make the community service hours more fulfilling to your child and to understand what the requirement of community service is meant to achieve. Please adhere to the following guidelines; non-adherence will result in returned forms and hours will need to be redone.

Community service should first be something that your child seeks to do. Not something that is done out of an obligation or is brought to them. Your child should try to go outside of their community and familiarity in order to experience different diversities and environments.

- The Community Service year extends from September 6, 2011 to May 13, 2012 with all reporting of hours to be submitted by May 14, 2012. After that date, I will address any shortfall for completion of student's obligation during May.
- The grade of no credit (less than the required 6 hours), credit (6-8 hours) or credit with honors (any hours over 8 hours) will be given on the final grade report of the year.
- Summer hours do not count towards the student's community service requirement for a given school year.
- There is a four-hour limit for a single project or service at one place without prior approval. Typical activities that qualify for the maximum of four hours are charity walks, volunteering to work at fundraising events or providing tutoring.
- Please see me to gain special approval to exceed the four-hour limit or to propose a project. Teachers cannot approve community service projects nor modify the policy.

- Do not record time for transportation to and from the service activity, registration for the activity, or pre-event fundraising or pledging activities.
- Helping out at a previous school, fostering animals, serving as a referee at sporting events in your community, or office work will not qualify for Community Service credit.
- No service project involving New West Charter Middle School counts for Community Service hours, unless it is a predetermined project such as Big Sunday.
- Since reporting hours is on the Honor System, we also ask that both a parent and the student sign the form to verify the activities.

When considering a project, try and find something of interest and expand on it. If you want to help a community or specific group, find out what their needs are and go out there and see what you can do to make it better. Create an organization or a walk for a cause. Develop something that will help better someone's life.

Sincerely,

Verian Wilson
Community Service Coordinator
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