

PTSA COMMUNITY SERVICE PROGRAM GUIDELINES FOR SKYLINE STUDENTS

What are Community Service Hours?

Community Service (CS) or Volunteer Hours are hours spent performing services without pay or other compensation (except recognition and appreciation) for the good of an individual, agency, the community or society.

Why Should I Volunteer My Time?

Volunteerism provides many benefits, not just for the community, but for the student, especially if you are truly interested in the organization or cause for which you are volunteering.

- To explore different career fields.
- To gain valuable contact for future job or internship opportunities.
- To provide colleges a student's volunteer service record.
- To meet requirements for many scholarships, especially the ones offered through the PTSA.
- To learn new skills or enhance skills in your area of interest.
- To meet requirements for certain Skyline classes.
- To be recognized at Senior graduation with a service cord. (100 or more hours)

What Counts for Community Service?

To be recorded by Skyline PTSA, your volunteer hours must fit the definition above and also meet the following criteria:

- Hours must be performed outside of school time.
- Hours volunteered after 8th grade graduation to date do count.
- Hours must be authorized (initialed or signed) by a supervisor of the program.
- Only actual working hours count (i.e. for Habitat for Humanity, travel and sleep hours do not count, only construction hours).
- Hours worked for other school groups (International Baccalaureate (IB), National Honor Society, Key Club, DECA, and Health) do count, as long as they meet all other criteria.
- American Sign Language Contact Hours do not count.
- Hours worked as a result of Traffic Court do not count.

How Do I Turn In My Hours?

PTSA volunteers will be in the Commons during both lunches the first Thursday of the month, starting in October and ending in May. They can collect your hours, complete the needed forms, help answer questions, and offer suggestions on where to volunteer. Students should pick up a Green Volunteer Record Card (Green Card) from the PTSA volunteers, or from the top of the PTSA Community Service Drawers in the Career Center. There is ample space on the card to record 10 to 20 volunteer sessions. For past service hours, you may bring a letter or note stating the hours and dates of service signed by the authorized supervisor of the volunteer activity. Please have them include their phone number or email contact.

Once you have reached a minimum of 25 hours, you may turn your card into the PTSA volunteers or to the Community Service Drawer in the Career Center. (We recommend you make a copy of your card for your own records first.) If doing so at the Career Center: Please complete a white CS Hours form found in the top drawer, attach your card and leave it in the middle drawer. PTSA will confirm, sign and leave your copy of this form in the bottom drawer.

Deadlines?

Deadlines for PTSA related scholarships will be in the spring. The deadline for Seniors to receive graduation cords will be in May. Both will be announced in the PTSA newsletter.

Further questions may be addressed to Dolores Kropp <dokropp@msn.com>