

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.
- 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) Cords can be purchased or rented through PTSA in the spring.

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 should be performed ***outside*** of school time.
- Hours volunteered after 8th grade promotion 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.
- 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 Monday 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 form from the PTSA volunteers, or from the top of the PTSA Community Service Drawers in the Career Center.
- There is ample space on the form 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 green form into the PTSA volunteers or to the Community Service Drawer in the Career Center.** (We recommend you make a copy of your form for your own records first.)

Deadlines?

The deadline for Seniors to receive graduation cords will be in May. More information on graduation cords will be announced in the PTSA newsletter.

Further questions may be addressed to Ramona Lawrence ramonalawrence@comcast.net and Sue Lee sueglee@comcast.net