



Saint John Paul II

Live By The Spirit Of Faith. ACADEMY

OVERVIEW OF COMMUNITY SERVICE MINISTRY PROGRAM

Overview

“Each one of you has received a special grace. So like all good stewards, responsible for all these different graces of God, put yourself at the service of others.” 1 Peter 4:1

Mission Statement

The Catholic School, among the service agencies of the Church, has as its primary purpose the transmission of Gospel values cherished by Jesus. St. John Paul II Academy recognizes the value of service as significant to the life of Jesus. A formal community service ministry program will enrich the lives of our students and the communities in which they live. The program contributes to the fulfillment of our school mission and it also gives our students the necessary service experience colleges expect from scholarship applicants.

What is Service?

Service is any act of giving assistance or advantage to another. Service is using our God-given gifts and talents to help another person. Service is freely given. Under no circumstance should a student be compensated in any way (financial, etc.) for their service. If a student is unsure as to whether a certain project may be considered appropriate for the St. John Paul II Academy Community Service Ministry Program (“the Program”), they should obtain approval from the Director of Campus Ministry prior to beginning the project. ACCEPTABLE SERVICE PROJECTS MUST BE DONE WITH NON-PROFIT COMMUNITY ORGANIZATIONS, SERVICE GROUPS, CHURCHES, OR SCHOOLS. WORKING FOR BUSINESSES, PROFITABLE ORGANIZATIONS OR OTHER INDIVIDUALS (BABYSITTING, NEIGHBORS, FRIENDS, ETC.) IS NOT CONSIDERED ACCEPTABLE SERVICE. The donation of any goods or money to a Non-Profit organization will not be accepted as community service hours unless it is a service project with St. John Paul II Academy. Students can visit our school website (www.sjpii.net under Spiritual Life) for a listing of possible service opportunities or see the Director of Campus Ministry.

Policies and Guidelines

- 25 hours of community service must be completed per year to satisfy the requirements needed for graduation from St. John Paul II Academy. Students who complete 100 hours or more of community service in a particular year will be recognized at the Academic Awards Program at the end of that year.
 - A Reflection Paragraph will be due during the Fourth Quarter will receive an academic grade. The deadline and the expectations of the paper will be established by the Religious Studies in conjunction with the Director of Campus Ministry. Completion of this assignment with a passing grade will be required in order to receive a passing grade for the Community Service Program.
 - A “Student Record of Community Service Hours” form must be completed for each service project. This form is available on our school website, in the Main Office, and in the Office of Campus Ministry.
 - STUDENTS MUST KEEP A COPY OF ANY FORMS SUBMITTED TO THE DIRECTOR OF CAMPUS MINISTRY FOR THEIR RECORDS.
 - Any community service hours completed by students in the Classes of 2018, 2019, and 2020 during the Fourth Quarter of 2016-17 and the summer of 2017 will be credited to the 2017-2018. Any community service hours earned over the summer for the incoming freshman (Class of 2021) will be credited to the 2017-2018 school year. • It is solely the responsibility of the individual student to have all required forms, reports, and evaluations properly and thoroughly completed and submitted to the Director of Campus Ministry and to verify that the community service hours are properly credited to them.
 - Students are responsible to the service organization for any work related to the community service chosen and must conduct themselves in a professional manner when dealing with the organizations (ie: participate in all required training, give the organization at least 24 hours advance notice of absences, schedule a time to make up any missed commitments with the site supervisor, etc.)
 - Wherever and whenever community service is rendered, students represent themselves, their families, and St. John Paul II Academy. It is important that students enhance their own reputations as well as that of their family and their school. Proper language, appearance, and attitude are imperative.
 - St. John Paul II Academy, its staff and volunteers, and the community service organizations, and its staff and volunteers will not be held responsible in the event of an accident or injury.
 - Transportation to the service organization is not provided by St. John Paul II Academy. Each student is responsible for transportation to and from the service organization.
 - Students must attend all scheduled conferences and meetings required by the Director of Campus Ministry or the Service Organization’s Site Supervisor and notify them if an unavoidable conflict arises.
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Grading

- The number of each student's community service hours is recorded on the report card of each quarter and semester.
- Each student is required to have at least 25 hours of community service completed each year as a condition of being a student at St. John Paul II Academy.

Deadlines

Second Quarter Due Date: Friday, December 8, 2017

Student Record of Community Service Hours form submitted to the Campus Minister with 15 community service hours completed.

Third Quarter Due Date: Friday, April 6, 2018

Student Record of Community Service Hours form submitted to the Campus Minister with the remainder of the required 25 community service hours completed.

Reflection Paragraph Due Date: The week of April 16-20, 2017

100+ Community Service Hours Award Due Date: Thursday, April 6, 2018

Fourth Quarter:

Any Community Service Hours volunteered during the Fourth Quarter of 2017-2018 school or during the summer of 2018 may submit these hours for the 2018-2019 school year.

Penalties

First Semester:

Any student who does not complete at least 15 Community Service Hours by Friday, December 8, 2017 will serve a two hour detention from 11:30 a.m. until 1:30 p.m. on either Tuesday, December 12th or Wednesday, December 13th. The missing hours must be completed and the paperwork submitted when returning from Christmas Break on Monday, January 8, 2018.

Second Semester:

Any student who does not have completed the required total of 25 Community Service Hours by Friday, April 6, 2018 will serve a two hour detention from 2:45 p.m. until 4:45 p.m. on Tuesday, April 10, 2018. The missing hours must be completed and the paperwork submitted by Friday, April 20, 2018. .

Further disciplinary action, financial fines, and/or additional service hours may be required for any students who do not submit their documentation and community service hours in accordance with the deadlines listed.

- Any student who fails to meet these expectations may be subject to disciplinary action up to and including withdrawal from St. John Paul II Academy

• Students who have not completed all of the community service requirements are not be permitted to take part in various activities including Prom, Grad Night, Graduation, etc.