

Central Linn High School Site Council

Community Service Graduation Requirement Guidelines

1. What is community service?
 - a. Community service shall be the giving of one's time, energy, or knowledge to improve the Central Linn Community.
 - b. The student shall not receive wages or bartered value from this service.
 - c. The service done as an individual shall not have value or count in any way toward a class grade (senior project as an example).
 - d. Service done outside the Central Linn Community should have roots in or be connected to the student's community (church mission in another country as an example).
 - e. Community service done as class projects can not account for more than fifty (50) percent of the student's total hours of service (Christmas caroling as an example).
 - f. If there is a question as to whether the service will be allowed, the student or parent should contact the high school administration for a ruling before the service starts.

2. When?
 - a. Community service hours can be accrued starting the day after completing the eighth grade.
 - b. Community service hours can be accumulated in ½ hour blocks.
 - c. Community service hours can be accrued up to and including May 16th of students' senior year.
 - d. At fall registration a written accounting of the students' community service hours will be given to them and noted on their permanent transcripts. These may or may not include service hours from the previous summer.
 - e. It is the student's and their parent's responsibility to keep their hours updated. Updating quarterly or when 5 or more hours are accumulated is highly recommended. A signed community service form can be turned in to the high school office at any time, but please keep a copy for your own records.
 - f. Variance for transfer students applied for at registration may be prorated by the administration.

3. Documentation
 - a. A community service form will be required as proof of approval for, and completion of service.
 - b. Any questions not resolved by the high school administration as to whether this activity was or is a community service shall be brought to the high school site council at the next meeting and a consensus shall be reached and a recommendation sent to the school board for final action.

**CENTRAL LINN HIGH SCHOOL
COMMUNITY SERVICE APPROVAL / VERIFICATION FORM**

Name: _____ **Grade:** _____

Type of Service: _____

Administrator's Signature (Pre-Approval if Necessary): _____

Date Approved: _____

Where community service was performed: _____

Was service performed in a group? _____

Date service was completed: _____

If service was performed in a group, please provide the name of the group and the person(s) responsible:

What was your part in this service? _____

Hours of Service: _____

Student's Signature: _____ **Date:** _____

Adult Group Supervisor: _____
(Signature) (Printed Name)

Phone: _____ **Date:** _____

Final Approval:
Administrator's Signature: _____ **Date:** _____