



NOTRE DAME HIGH SCHOOL

Christian Community Service Program Information

CHRISTIAN SERVICE:

Notre Dame's mission statement challenges us to prepare young people "to serve in an ever-changing world." Our Christian Service program provides a "hands on" application of the Christian values emphasized in our Theology classes. We believe that service to one's community is an integral part of Christian life and therefore, our program is a graduation requirement. **Each student is obligated to complete the following for organizations on our pre-approved list or with the prior approval of our Campus Minister:**

- 9th grade: 10 hours of service (minimum of 5 hours must be with a church or church-based organization)
- 10th grade: 12 hours
- 11th grade: 15 hours
- 12th grade: 20 hours
- All hours must be properly documented and submitted to
- the Campus Ministry office. Each student will be required
- to write a reflection paper each year under the direction
- of the Theology department.

Criteria for Christian Service Hours:

1. Service must be done for a non-profit organization.
2. Student cannot receive compensation for their time.
3. Notre Dame HS cannot be the non-profit organization.
4. The expectation is that Christian Service for each year be complete within that school year (eg. 9th Gr. Hours completed by June of 9th grade year!)

If you are unsure if your service opportunity qualifies, check with the Campus Minister before completing it.

In the Event of Incomplete Christian Community Service Hours

Freshmen, Sophomores, Juniors and Seniors:

Community service hours should be completed by the end of each school year. Students whose hours are not completed for the previous year will not participate in Homecoming Activities according to the following schedule:

- To participate in Monday dress down, hours must be *credited* by the previous Monday
- To participate in Tuesday dress down, hours must be *credited* by the previous Tuesday
- To participate in Wednesday dress down, hours must be *credited* by the previous Wednesday
- To participate in the Thursday dress down, hours must be *credited* by the previous Thursday
- To participate in the Friday competitions, hours must be *credited* by the previous Friday
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For your hours to be *credited*, they must be:

- Turned into the Campus Minister
- Approved by the Campus Minister
- Entered into the record keeping system

To assure that community service hours have been *credited* by the deadline for Homecoming participation, students must turn them in well before the deadline in order to solve problems in case they are not approved. If hours are turned in after the June due date, it is the student's responsibility to submit them with enough time for problem solving and approval.

Seniors:

Notre Dame graduation requirements include completing all community service hours.

Helpful Tips:

- 1.) Freshmen and sophomores may require parental help in setting up community service; it is recommended that upperclassman make their own selection and arrangements.
- 2.) Students are to use the Christian Service Form to log their hours. These forms are available on the web and in the folder outside of Deacon Szczesny's room, room 202. These forms must be signed by the person supervising their community service and turned into the Campus Minister to receive credit.
- 3.) Students must keep a four-year journal of where, when, and what kind of community service they perform. The journal will become very important when completing the yearly Theological Reflection on the Community Service, especially for their Senior Assessment.
- 4.) Community service placements not listed on the Pre-Approved Christian Service Form should be approved in advance by the Campus Minister (Deacon Szczesny) to assure that hours served are considered community service.
- 5.) The following can be found on the Notre Dame website at Student Life>Campus Ministry:

Updated March 2018

Community Service Opportunities (updated regularly)
Christian Service Form
Pre-Approved Christian Service
Christian Community Service Program Information

- 6.) Community service opportunities are also posted in the cafeteria and are frequently announced in the morning and afternoon.
- 7.) Generally speaking, community service may be performed at any not-for-profit organization that is not affiliated with Notre Dame.
- 8.) Time spent as an altar server, extra-ordinary minister of Holy Communion, lector, etc., does not quality for community service.
- 9.) Extra hours do not carry over to the next school year; however, these hours should be turned in to the Campus Minister who tracks the hours for use on college scholarships and applications.
- 10.) The Campus Minister keeps a student's service hours on file for future reference for one year after graduation.

Christian Service Program Frequently Asked Questions

- 1.) How do I hand in my completed forms?
Forms must be placed in the folder labeled "Turn In Community Service Here" that is attached to the side of a locker outside of Deacon Szczesny's classroom (202). Forms will not be accepted in the hallway or in theology classes.
- 2.) When I volunteered, they signed a different form that they give to all of their volunteers. Do I need to ask them to sign a Notre Dame form?
No, but you do need to fill out the upper portion of the Notre Dame Christian Service form, then staple the form with the signature to the back of the ND form.
- 3.) How do you calculate hours?
Hours are calculated by half hour increments. If you submitted 3.75 hours, you will be credited for 3.5 hours.
- 4.) What counts as "church hours" for freshman?
Organizations that claim God as the reason for their ministry count as church hours. This claim must be verifiable, which is usually easily found on the group's website in their mission statement.

Non-Christian students may use volunteer work in a group of their own faith toward church hours.
- 5.) Do fund raisers count as Christian community service?
Fund Raisers from which the student receives funds do not count toward Christian service hours. For instance, if the student participates in a fund raiser that benefits

Notre Dame or a Notre Dame team, club, or group, that is worthy service and encouraged, but does not fulfill the Christian service requirement for graduation. The graduation requirement is service to the community, not to ourselves.

Fund raisers run by community agencies or parishes for which the money raised goes through the agency for their own mission count as community service.

6.) Do hours get denied?

Yes. The most common reason is that the student worked for an individual rather than an agency. Our Christian service program offers assistance to community agencies who meet the needs of our communities. By offering our time, Notre Dame helps community agencies sustain themselves to meet our community's needs even after we graduate. Therefore, while helping an elderly neighbor is a worthy and commendable use of one's time, it does not fulfill the Christian service requirements for graduation.

The second most common reason is that the service was to a profit-making business. When a profit-making business does worthy work, if it's making a profit, the hours worked do not count toward Christian service requirements for graduation.

The third most common reason is that the service benefitted Notre Dame or was provided as part of a Notre Dame organization. While Notre Dame does many worthy things, service to and with Notre Dame makes us who we are, but is not the same as serving the community on behalf of community agencies. Our service helps sustain community agencies, not Notre Dame.

7.) Does an Eagle Scout project count toward community service hours?

No. Community service performed for an Eagle Scout project is just that, an Eagle Scout project. Just as one does not earn Eagle Scout ranking by performing Notre Dame's Christian service requirement, the Eagle Scout project does not count toward Notre Dame's requirement.

8.) How about if I'm working on my friend's Eagle Scout project?

Yes, that counts. Then you are providing community service with no compensation.

9.) Is leaving school to provide Christian Community service an excused absence?

No. Students are expected to attend all classes. Hours worked during time when school is in session will not be accepted.

10.) Why should I hand in forms documenting my hours over my grade's required hours?

There are many advantages to having an accurate record of your community service. Scholarships and awards are often partly or wholly based on your community service record. During your junior and senior year, your record will be used to recommend and award scholarships and awards through Notre Dame. An accurate and current record that reflects your service can pay off!