St. Philip School Service Hours Accountability Sheet

A middle school graduation requirement for each student is the completion of 45 hours (10 hours in sixth grade, 15 hours in seventh grade, and 20 hours in eighth grade) of community service. In addition, those students participating in the Sacrament of Confirmation Program must do 10 additional hours of community service. Acceptable service to the community would be volunteer work for nonprofit organizations. This sheet is designed to help students, their parents and Ms. Hanson (Service moderator) track these service hours. All middle grade students will be required to submit this sheet to their homeroom teacher for a monthly review until their service hours for the year are completed.

In the column labeled "Hours Completed," students list the number of hours of community service completed. In the column labeled "Name of Organization," students write the name(s) of the nonprofit organization(s) where service was completed. In the column labeled "Supervisor's Signature," students obtain the signatures of their supervisors. In the column labeled "Teacher Approval," Mr. Oloresisimo will sign his name as an indication of official approval.

In addition, students are required to write a personal reflection on their community service in a journal. Each community service activity should have an entry in the journal. Each entry should be dated and contain the following information: **The deadline is May 16th. All students are expected to complete their service hours by this date.**

1. Why did the student choose to volunteer at the particular non-profit organization?
2. When and where did the volunteer work take place?
3. How long did the student work?
4. What task(s) did the student perform?
5. Who benefited from the student's volunteer work?
6. How did the volunteer work affect the student?

The journal should be submitted with each monthly review.

Hours Completed	Name of Organization	Supervisor's Signature	Teacher Approval