

SCOTTS VALLEY UNIFIED SCHOOL DISTRICT

Board Meeting: September 18, 2012

IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES ADOPT THE REVISED BOARD POLICY AND ADMINISTRATIVE REGULATION 6142.4 SERVICE LEARNING/COMMUNITY SERVICE.

BACKGROUND: The Board last reviewed Board Policy and Administrative Regulation 6142.4 Community Service Learning on August 14, 2012. This policy was last approved on October 23, 2007.

DESCRIPTION

DETAILS: The first reading of the proposed revisions to Board Policy 6142.4 Community Service Learning and newly developed Administrative Regulation was conducted at the August 14, 2012 Board of Trustees meeting. There were revisions discussed and requested by the Board Members. The revised policy and administrative regulations will be presented together with background information on pre-approved community service learning activities and the requirements of other Santa Cruz County high schools as requested. Principals Bariteau and Lonhart will provide information and be available to answer questions.

FISCAL

IMPACT: None

Prepared By: Penny Weaver, Superintendent

Item Proposed for: Action

SERVICE LEARNING/COMMUNITY SERVICE

Service-learning is a method whereby participants learn and develop through active participation in thoughtfully organized service that: (1) is conducted in and meets the needs of a community; (2) helps foster civic responsibility; (3) is integrated into and enhances the educational components of the community service program; and (4) provides a structured method for students to reflect on their community service experience.

The Board of Trustees recognizes that service learning can enhance academic outcomes, help students develop the skills and knowledge necessary to become informed and responsible citizens, and aid in individual career development. Service learning experiences may also motivate students by providing them the opportunity to apply their studies to school and community needs and showing them that they can make a contribution to their community through involved citizenship.

- (cf. 1020 Youth Services)*
- (cf. 6000 Concepts and Roles)*
- (cf. 6011 Academic Standards)*
- (cf. 6030 Integrated Academic and Vocational Instruction)*
- (cf. 6142.3 Civic Education)*

Community Service

Community service is a component of service learning, and provides opportunities for youth to volunteer and provide service that is of benefit of the community. The primary purpose is to enhance the student’s sense of community engagement and volunteerism.

Students shall be offered volunteer opportunities which support and strengthen their understanding of academic instruction and help them recognize the relevance of what they are learning in school and how it relates to their community.

Fifteen hours of approved community service shall be required for middle school graduation. Sixty hours of approved community service shall be required for high school graduation. On a case-by-case basis, the Principal, or his/her designee, may allow students to fulfill the community service graduation requirement by performing alternative academic tasks.

(cf. 6146.1 High School Graduation Requirements)

The Principal, or his/her designee, shall determine how credits shall be awarded, how students will be evaluated and how students will be supervised.

Legal Reference:

- EDUCATION CODE
- 233.5 Teaching of principles*
- 35160 Authority of governing boards*
- 35160.1 Broad authority of school districts*
- 37220.6 Cesar Chavez Day of Service and Learning*
- 51210 Areas of study, grades 16*

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51210 Areas of study, grades 16

51220 Areas of study, grades 7-12

51745 Independent study

UNITED STATES CODE, TITLE 42

12501-12682

National and Community Service Trust Act of 1993

COURT DECISIONS

Steirer et al v. Bethlehem School District, (1993) 987 F.2d 989

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Service Learning: <http://www.cde.ca.gov/ci/cr/sl>

Learn and Serve America: <http://www.learnandserve.org>

National Service Learning Clearinghouse: <http://www.servicelearning.org>

Youth Service California: <http://www.yscal.org>

Policy

adopted: October 23, 2007

revised: August ____, 2012

{SR119950.DOC}

SCOTTS VALLEY UNIFIED SCHOOL DISTRICT

Scotts Valley, California

Instruction

SERVICE LEARNING/COMMUNITY SERVICE

AR 6142.4

High quality service-learning is an innovative strategy in which students apply curriculum skills to community service and includes:

- Identifying and meeting a real community need.
- Integrating into and enhancing the standards-based curriculum.
- Coordinating with a community agency, another school or classroom, or the community at large.
- Helping foster civic responsibility.
- Providing structured time for reflection.

Community Service Criteria

In considering whether to approve a community service project, the Principal, or his/her designee, shall consider the following criteria:

- Service must not place the student in an unsafe or dangerous environment.
- Service must be for the general good, and benefit the community at large or a portion thereof.
- Service must be voluntary, unpaid, performed on the student's own time and not in exchange for academic credit.
- Service must be for a non-profit or charitable organization.
- Community service projects must be coordinated through a pre-approved service agency. Simply helping an individual or performing a community service project without prior approval shall not count as a service.
- Service hours must be performed under adult supervision, and confirmed by a supervisor's signature. The service agency, which sponsors the community service project, must have an adult representative who can be contacted to confirm service.
- ~~Working at a for-profit business for free does not count as community service.~~
- Compulsory community service imposed as punishment by a court, by civil agreement or by the School District shall not count towards the 60 hour community service requirement.

Community Service Oversight and Credits

All proposed community service projects must be pre-approved by submitting a completed proposal on the "SVHS Community Service Agreement" to the Principal, or his/her designee. The Principal, or his/her designee, shall determine how credits shall be awarded, how students will be evaluated and how students will be supervised. Failure to receive pre-approval of a service project may result in the denial of community service hours.

School staff shall monitor and record the number of hours students participate in designated community service up to the graduation requirement of 60 hours.

If a student wishes to challenge a decision concerning the denial of his/her proposed community service project or credit to be granted, the student must appeal in writing to the Superintendent

who will seek an informal resolution to the matter, and within a reasonable amount of time, render a written decision setting forth the basis of his/her decision, which shall be deemed final.

Student Responsibilities

Students shall use the "SVHS Community Service Agreement" to propose, in detail, their choice of a community service project. Approval by the Principal, or his/her designee, is required when practical and recommended prior to beginning any volunteer work. Students shall use the "SVHS Community Service Agreement" to track their community service hours and to document their progress. Upon completion of the community service project, students must return the "SVHS Community Service Agreement" along with a completed "Community Service Reflection" form to their Principal, or his/her designee, for a determination of whether the student has satisfied any, or the all, of the 60 hour community service requirement.

Community Service Examples

The following is a list of community service examples designed to give students examples of the available community service opportunities. This is not an exhaustive list of examples, nor is this list meant to imply that any of the following examples must be approved or deemed acceptable. A list of pre-approved community service activities is available in the Career Center. ~~The Principal, or his/her designee, has the ultimate authority to approve or deny any community service project.~~

- Clothing/Food Drive Distribution
- Shelters and/or Services for the Homeless/Abused
- ~~Soup Kitchens~~
- Hospitals
- Senior Centers
- Agencies that serve People with Disabilities
- Animal Shelters
- Environmental Clean Up Projects
- Community Centers
- Libraries
- Tutoring Projects

SVHS Community Service Agreement

Community Service Rules

The following is a list of some of the rules concerning how to fulfill the community service requirement. For a complete list of the rules and procedures, please see Board Policy 6142.4 and Administrative Regulation 6142.4.

- All proposed service projects must be pre-approved. Failure to get a pre-approval signature may result in the denial of community service hours after-the-fact.
 - It is not acceptable to perform service hours without adult supervision or a supervisor's signature.
 - Service must be voluntary: i.e. no salary, no wages, no financial remuneration, no academic credit, and not as a result of a sentence imposed in a criminal matter.
- Service must not place the student in an unsafe or dangerous environment.
 - Service must benefit the community at large or a portion of the community.
 - Service must be on the student's own time, not taken from school academic time.
 - Service must be for a non-profit organization or charitable organization.

Student Name: _____

Grade: _____

Details of Proposed Community Service

(this section must be completed in full prior to requesting a pre-approval signature)

Place: _____

Dates and Times: _____

Detailed Description of Project: _____

Supervisor's Name: _____

Supervisor's Contact Phone Number: _____

Pre-Approval Signature: _____

(Principal, or his/her designee, only)

Short-Term Project
Up to 15 hours awarded

Long-Term Project

Community Service Log

Date	Time In	Time Out	Total Hours	Supervisor's Signature

Last updated August ____, 2012

Community Service Reflection

1. Summarize what you did in this activity/project and how you interacted with others.
2. Explain what you hoped to accomplish through this activity/project.
3. How successful were you in achieving your goals? What difficulties did you encounter and how did you overcome them?
4. What did you learn about yourself and others through this activity/project? What abilities, attitudes, and values have you developed?
5. How did this activity/project benefit others?
6. What might you do differently next time?
7. How can you apply what you have learned in other life situations?

Make a copy of this form for your records, then submit this form directly, in person, to the Principal, or his/her designee.

Student Signature: _____

Date: _____

To be completed by the activity/project supervisor

Punctuality and attendance: _____

Effort and commitment: _____

Further comments:

Supervisor's Signature: _____

Date: _____

Last updated August ____, 2012