

## COMMUNITY SERVICE REQUIREMENT AND FORMS

The Gilman School's philosophy states, "Above all else, Gilman School seeks to help boys grow into men of character. We believe that the qualities of honor, leadership, dedication, and service to others must be emphasized and reinforced through all aspects of the school community." Thus the program at Gilman, while stressing a rigorous academic preparation, acknowledges that the ultimate preparation of the student is for humanitarian service. The Upper School Community Service Program provides the students the opportunity to experience involvement with and service to others.

### Goals of the Community Service Program

1. To help the student to become more aware of the larger community.
2. To help the student become conscious of and sensitive to those in need.
3. To provide opportunities for the student to share his gifts and talents with and for others.
4. To help the student begin the process of evaluating his own values, perceptions, attitudes, and feelings towards those in need.
5. To provide the student with an opportunity to grow in ways which are not provided by classroom or athletic endeavors.

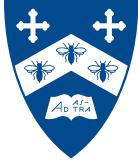
*Every Gilman student must perform community service as a requirement for graduation.*

### Community Service Requirements

1. Must be performed outside of Gilman School in one activity or organization for a non-paying position or with an approved service program on campus.
2. Must be completed during a fourteen month period for a minimum of 50 hours.
3. Must be performed after January of the freshman year and completed by August 1 of the senior year.
4. Must be performed for a disadvantaged community whose culture/circumstances are different from the student's.
5. Must be evaluated and approved by the Director of Community Service, parent(s) and the organization prior to involvement or selected from an approved listing of community service agencies as submitted by the Director of Community Service.
6. Completion of the service will require the student's written reflection on and reactions to the service experience, as well as the agency's evaluation of the student and the student's evaluation of the agency.

### Student Responsibilities

1. Arrange a service project.
2. Obtain necessary approval from parents, Director of Community Service and the agency's Volunteer Coordinator. **(Juniors: Commitment form is due by May 31)**
3. Submit Commitment Form to the Director of Community Service before commencing the service project.
4. Submit evaluation forms to the Director of Community Service to complete the requirement for graduation.



**COMMUNITY SERVICE COMMITMENT FORM**

*To be completed by Student*

Student's name \_\_\_\_\_

Name of organization \_\_\_\_\_

Starting Date \_\_\_\_\_ Projected Finish Date \_\_\_\_\_

Please use the space below to describe the organization with which you will complete your service commitment. Please include a detailed description of what you will do while in service to this organization.

Upon completion of the requirement, I will submit a completed evaluation (no later than August 1 prior to my senior year) to the Director of Community Service. I will assume the responsibility of carrying out this service in accord with the regulations of the agency and will notify the Volunteer Coordinator in advance when I cannot fulfill my duties due to illness or other circumstances.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

*To be completed by Parent*

I give my consent to my son's involvement in the above service project and release the school from any responsibility in case of accident or injury sustained while traveling to or from the agency or while performing the service.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

*To be completed by Volunteer Coordinator*

I have interviewed the student and agree to supervise his experience. Once his service has been completed (a minimum of 50 hours within a 14 month period of time), I agree to complete and submit an evaluation of his service.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

*To be completed by the Director of Community Service*

I hereby give my approval to the above named student for the proposed Community Service Project.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE



## GILMAN SCHOOL COMMUNITY SERVICE EVALUATION FORM

**Please mail to:**

Donell Thompson, Jr.  
Director of Service Learning  
5407 Roland Avenue  
Baltimore, Maryland 21210  
410.323.3800, ext. 629

Student's name \_\_\_\_\_

Name of Organization \_\_\_\_\_

Date Service Started \_\_\_\_\_ Service Completion Date \_\_\_\_\_

Total Hours of Service \_\_\_\_\_

Description of Student's Duties

Please provide feedback about this student's service with your organization.

What strengths and weaknesses did the student manifest in performing this service?

In your judgement, did the student show any signs of personal growth during his period of service?

What is your overall evaluation of the student and his performance?

NAME \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_



## STUDENT COMMUNITY SERVICE EVALUATION FORM

**Please mail to:**

Donell Thompson, Jr.  
Director of Service Learning  
5407 Roland Avenue  
Baltimore, Maryland 21210  
410.323.3800, ext. 629

Student's name \_\_\_\_\_

Name of Organization \_\_\_\_\_

*Complete each question after sufficient reflection. Be as specific as possible.  
Please use additional paper to complete your thoughts concerning any of these questions if necessary.*

1. What did you derive from this experience either positively or negatively?
2. What new understanding(s), insight(s), did you gain from this experience?
3. If the experience was not rewarding for you, what do you think contributed to the lack of stimulation?
4. How do you think the staff or the people you served will remember you?
5. How will you remember the staff or the people you served?
6. Why would you recommend (or not recommend) this experience to others?