2022-2023 Academic Year

Dear Ursuline Community,

Thank you for your commitment to serving others, as St. Angela models for us. Our Community Service program continues to be an integral part of our students' growth and development, and Ursuline is happy to share the following guidelines with you. It is our hope that these detailed guidelines will help you plan your summer and upcoming school year. Please refer to the FAQs for clarification, and as always, please feel free to reach out with specific questions or concerns.

Sincerely,

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Grade	Focus	Minimum # Focus Hours	Maximum # Hours allowed at UA	Minimum Total # Hours required
7	Elderly	5	10	30
8	Education & Literacy	5	10	30
9	Individuals with Special Needs (mentally & physically handicapped: autism, Downs Syndrome, cerebral palsy, MA, blind, deaf, etc)	5	10	30
10	Hunger, Poverty, Homelessness	5	5	40
11	Environmental Ethics (restoring/preserving natural environment, sustainable gardens, decrease carbon footprint, etc)	5	5	40
12	Senior SERVIAM Project		5	100

Please see the next page for FAQs.

Frequently Asked Questions

1. Can you please clarify the above chart?
   - Sure! Here are a few examples:
     - *Grades 7-9*: 5 hours of service in their focus + 10 hours of service at Ursuline + 15 hours of service anywhere = 30 hours total
     - *Grades 7-9*: 7 hours of service in their focus + 6 hours of service at Ursuline + 17 hours of service anywhere = 30 hours total
     - *Grades 10 & 11*: 5 hours of service in their focus + 5 hours of service at Ursuline + 30 hours of service anywhere = 40 hours total
     - *Grades 10 & 11*: 12 hour of service in their focus + 3 hours of service at Ursuline + 25 hours of service anywhere = 40 hours total

2. When can I start earning hours for the 2022-2023 school year?
   - June 12, 2022!
   - Any hours completed during the summer of 2022 can apply to the new school year.

3. What happens if I did not complete my hours for the 2021-2022 school year?
   - In order to graduate at the end of your Senior year of high school, <u>ALL</u> hours from <u>each</u> year must be completed.
   - When you enter these hours into x2VOL, please choose the option for "Make-Up hours from previous years".
   - You can make up the hours any time, but if you wait until Senior year, your Senior Serviam project hours (100) will not start being added until you have completed the other hours.
   - Examples:
     - *Student 1*: Grade 7- completed required 30 hours, Grade 8- completed 22 hours (missing 8 hours), Grade 9- completed 38 hours (to make up for Grade 8), Grade 10- completed required 40 hours, Grade 11- completed 30 hours (missing 10 hours)
       - This student will need to complete <u>10 hours</u> of service <u>before</u> she can start her 100-hour Senior Serviam project
     - *Student 2*: (arrives in Grade 9) Grade 9- completed 25 hours (missing 5 hours), Grade 10- completed 23 hours (missing 17 hours), Grade 11- completed 30 hours (missing 10 hours)
       - This student will need to complete <u>32 hours</u> of service <u>before</u> she can start her 100-hour Senior Serviam project
     - *Student 3*: (arrives in Grade 9) Grade 9- completed 27 hours (missing 3 hours), Grade 10- completed 32 hours (missing 8 hours), Grade 11- completed 51 hours (to make up for Grades 9 & 10)
       - This student is all set to start her 100-hour Senior Serviam project

4. Will Campus Ministry help me find opportunities throughout the year?
  ● Of course we will! You are always welcome to stop in the office to discuss opportunities and ideas that you might have.
  ● You can also visit the Campus Ministry service website anytime: https://sites.google.com/ursulineacademy.net/ua-campus-ministry/service

5. What counts (or doesn't count) for service?
  ● Please see the chart below. This chart does not have every possible idea.
  ● If you have any concerns about your project counting, please make sure that you *check with Campus Ministry first*!
  ● If you're still not sure, think about the difference between *volunteering your time* and *serving those in need.*

Allowed	Not Allowed
In general, help given to those who cannot afford to pay for the service or have limited access to care, basic needs, resources or vital opportunities for development.	Since we expect that our students are already generously serving their families & neighbors, service hours to family members & neighbors are ordinarily not accepted.
In general, help given which directly benefits people who are in particular need or are disadvantaged, underserved, or underprivileged.	Babysitting
Non-profit camps that directly help a community or population in need	Clerical/"Resume" work at any site (ie: filing, stapling packets, organizing storage cabinets, helping a teacher prepare materials for a project, cleaning out a teacher's classroom, etc.)
Liturgical ministries (altar serving, Eucharistic ministers, choir, lectoring)	Working at your camp, dance studio, sports team, or other places where participants have to pay to be a part of the class or program (ie: being a CIT, helping with dance classes, doing clerical work for little league teams, club teams, etc.)
Teaching CCD, leading a retreat or assisting in spiritual formation of church members	Collecting and donating food, personal clothing that you no longer wear, or household items to an individual, agency or donation center.
Serving with extended day programs at community centers, YMCA, Boys and Girls Club, etc.	Volunteering at a family member's workplace or for family members
Serving at food pantries, community kitchens, soup kitchens, etc.	Peer Tutoring

Serving with community or nonprofit daycares for low income, disadvantaged, underserved or underprivileged households	Internships of any kind
Serving with nonprofit therapeutic centers, farms, gyms, recreational camps, etc.	Fundraising or walking in a fundraiser walk
Serving with nursing homes, elderly care centers, care and education centers for the disabled, etc.	Activities done as a part of a school club or sports game, tournament or fundraiser
Serving with transitional housing, homeless shelters, care centers for single-parent-households, etc.	Activities completed within the school day (except for Campus Ministry service trips)
Serving with nonprofit donation centers	Open House or other event at another school
Serving with care centers for children with cancer and other illnesses	Attending workshops or conferences
Serving with a community or nonprofit theaters and art centers for disadvantaged, underserved, or underprivileged people who cannot afford attendance or participation	Activities done as fundraisers within the school day
Serving with a park, reservation, trail, or river cleanup	
Serving with church/religious camps, daycares, community events, etc.	
Serving with local library children centers, corner reads, community events, etc.	
Serving with immigrant and refugee aid and care centers	

When in doubt remember the Ursuline motto, *Serviam* - "Clothe + Shelter + Visit + Care + Bury + Feed + Give Drink"

6. What counts for "hours allowed at Ursuline"?
   - Any service that is done to benefit the Ursuline community:
     - E.g.: Helping at Open House, delivering Acceptance Boxes, helping at the Gala or Athletics Hall of Fame, helping at Community picnics
     - Lots of events come up during the school year, so be sure to look out for them!
   - Things that do NOT count for "hours allowed at Ursuline"
     - All service trips run by Campus Ministry
       - These count for focus or general service hours

- ○ Service done with your UA sports team
  - ■ *Sometimes* these hours can count for general service hours, but they MUST be approved by Campus Ministry first.

7. Will participating in walks count for service?
- ● Maybe. Please make sure that you check with Campus Ministry first about the details of the walk, the organization, and how you will participate in the success of the event.

8. How will we track my hours?
- ● We will continue to use x2VOL.
- ● Don't forget that the person verifying your hours <u>cannot</u> be your parent or yourself or a classmate!
- ● Submitting pictures will no longer count as "proof" of your service being completed- but we always love receiving pictures of your service projects!