

Hello, Seniors and Parents/Guardians,

Attached you will find information and forms regarding the **Bishop DuBourg Senior Service Project**. Your senior will be reviewing the same information in religion classes, and we will discuss the forms, requirements, expectations, and deadlines at a class meeting.

Seniors will need to design their own service projects - either one large scale project or a number of smaller projects OR will need to find their own personal service site. **All seniors will be off school from January 3rd-17th to work on their service projects.** In addition to the dates and deadlines below, we have included a **Guidelines for Choosing Your Senior Service Project** page to help seniors come up with meaningful service projects.

Below is a list of important dates and deadlines for the Senior Service Project. Please mark your calendars. **All forms are available on the Senior Service Project tab under Christian Service on the DB website.**

**Important Dates and Deadlines:**

<b>Sept. 12th</b>	Senior Class Meeting during Family Time to explain Service Projects and requirements
<b>November 1st</b>	<b>Design-Your-Own Project</b> and <b>Personal Service Site</b> requests submitted to Campus Ministry and Administration for approval. Archdiocesan <b>Code of Ethics Form</b> printed, signed, and returned to Campus Ministry. <b>PARENT APPROVAL FORM</b> submitted to Campus Ministry
<b>November 29rd</b>	Confirmation of service sites and projects by Campus Ministry- will be communicated to students via email
<b>Dec 8th</b>	Commissioning Service Liturgy
<b>Jan 3rd-17th</b>	Dates for all seniors to work on the Senior Service Project (RETURN TO SCHOOL JANUARY 18th)
<b>Jan 22rd</b>	<b>Personal Senior Service Helper Helper</b> is due <b>Design-Your-Own Project Timesheet</b> due to review project progress
<b>Jan 26th</b>	Witnessing Liturgy
<b>Mar 21st</b>	All <b>Design-Your-Own Projects</b> must be completed and all hours submitted

**GUIDELINES FOR CHOOSING YOUR SENIOR SERVICE PROJECT**

All seniors must choose a service opportunity from the choices listed below. **Your choice of a Personal Service Site or Design Your Own Project is due on November 1st.** All seniors will be off school from **January th - th** to work on their service projects.

Choices:

1) **Personal Service Site**

- If you choose a **Personal Service Site** shortly after your choice is submitted you will receive a **Personal Service Site Information Google Form** and must submit by **November 1st**
- Seniors should choose a site from our **Service Opportunities** link, on our **Christian Service** page located under the **Faith and Service** tab on the DB website, (Service Opportunities), or from a personal family connection with a site.
- The senior is responsible for contacting the agency/site and arranging to serve **70 hours during the service project weeks in January or to be arranged during the senior's personal time after school or on the weekends by Nov. 1.**
  - The student must complete the **Service Hours** and turn it in by **Jan. 22nd.**

2) **Design-Your-Own Project**

- If you choose a **Design Your Own Project**, shortly after your choice is submitted you will receive a **Design Your Own Project Information Google Form** and must submit by **November 1st**
- A separate **Design-Your-Own Project Timesheet** will be sent after all choices are finalized.
- Your project(s) must total **70 hours**.
- This project must contain 4 elements:
  1. Planning and preparation(to include time estimates)
  2. Marketing/gathering supplies
  3. Implementation
  4. Reflection
- **This can be one large project or a few smaller projects**, accomplished alone or in a small group with **no more than three classmates.**
- **Each project**, regardless of size, requires a separate **"Project Timesheet"**, all of which are due by **March 21st**
- **All projects** must be approved by the administration **before beginning.**

**Some larger project ideas include:**

- Designing/building/stocking a neighborhood Little Free Library

**Some smaller project ideas include:**

- Organizing a drive - coat/clothing, food, personal hygiene, cleaning items
- Organizing a letter-writing campaign to residents at a nursing home for the holidays:
  - Thanksgiving,
  - Christmas,
  - Valentine's Day,
  - St.Patrick's Day,
  - Easter
- Sewing masks for agencies in need - homeless shelters, nursing homes, etc.
- Sewing or tying fleece blankets for the homeless shelters or St. Vincent de Paul
- Making phone calls to older DB alumni over the holidays to check in with them and chat about how they are doing.
- Creating homemade cards for patients at the VA Hospital in Jefferson Barracks for the holidays:
  - Thanksgiving,

- Christmas,
- Valentine's Day,
- St.Patrick's Day,
- Easter
- Baking gifts/writing letters for military families or veterans at VA Hospital at Jefferson Barracks throughout the holidays:
  - Thanksgiving
  - Christmas
  - Valentine's Day
  - St. Patrick's Day

**\*\*\*\* Completion of your Senior Service Project is a graduation requirement \*\*\*\***

Thank you in advance for your attention to this important piece of your senior's final year at Bishop DuBourg High School.

Mr. Chad Masters and Mr. Thomas Neiers  
Campus Ministry

Mr. Jim Campbell  
Registrar

