

LUHSD Community Service Requirement

“The Governing Board recognizes that student involvement in community service enhances academic outcomes, helps students develop skills and knowledge necessary to become informed and responsible citizens, and aids in individual career development. The district shall offer separate community service classes and/or service learning opportunities that are integrated into other courses.” BP 6142.4

Service Learning Opportunities that are Integrated into other Courses

Community Service is incorporated into senior courses: American Government (#5330)

Community Service Guidelines

1. Community Service will be 15 hours of approved service
2. Students will submit a written reflection essay or PowerPoint presentation (refer to Community Service Essay/PowerPoint Reflection Instructions)
3. Students will complete a district provided Community Service Timecard
 - a. School site social studies teacher approves community service activity
 - b. Students fills-in community service hours and dates
 - c. Organization representative who oversaw student work initials completed hours/dates and prints and signs his/her name verifying student has completed the community service hours.
4. Community Service may begin on the first school day in December of Junior year
5. Senior students shall submit their completed Community Service Timecard to their American Government teacher no earlier than the second school day in December for the Fall Semester and the third school day in May for the Spring Semester
6. Community Service will be worth 5% of the overall grade
7. All 15 hours of Community Service must be met to earn 5% credit in the overall grade for American Government

Approved Community Service Activities

American Government teachers will keep and provide a compilation of approved activities for students to review.

The Social Studies Department Chair will distribute all newly approved community service activities that occur throughout the academic year and any updates to the compilation of approved community service activities to all social studies teachers in the department.

All social studies teachers will post in their classrooms, in a designated area, newly approved community service activities that occur throughout the academic year.

Career Center Technicians will keep and provide a compilation of approved activities for students to review. Career Center Technicians will post in a designated area newly approved community service activities that occur throughout the academic year and send the activity opportunities to the Social Studies Department Chair. Career Center Technicians will provide a yearly updated compilation of approved Community Service activities to the Director of Curriculum and Instruction to be posted on the district website and linked to each school site's webpage.

Community Service Documents

8. Community Service Timecard
9. Community Service Essay/PowerPoint Reflection Instructions

Seal of Civic Engagement

Students may earn a State Seal of Civic Engagement (SSCE) to California students who demonstrate excellence in civics education and participation, and an understanding of the United States Constitution, the California Constitution, and the democratic system of government. The SSCE is distinguished from the Community Service requirement due to:

- SSCE is a voluntary Program
- Students can earn the State Seal of Civic Engagement on Diploma
- State plans to include the metric in the College/Career Indicator
- Students may earn a State Seal of Civic Engagement by completing 5 criteria:
 - 1) Be engaged in academic work in a productive way (query)
 - 2) Demonstrate a competent understanding of U.S. and CA constitutions and local government (query)
 - 3) ***Participate in one or more informed civic engagement projects for 20 hours (student participation)***
 - 4) Demonstrate civic knowledge, skills, and dispositions through self-reflection (student/teacher)
 - 5) Exhibit Character traits that reflect civic mindedness and a commitment to a positive impact on the classroom, school, community, and/or society (student provides form letter)

Students may use their 15 hours of Community Service in American Government toward fulfillment of the 20 hours of Civic Engagement Projects required for SSCE.

Seal of Civic Engagement due date is third school day in May

School Sites

- a. American Government or Economics teacher will present each year to US History classes the Community Service requirements in November/December, starting with 2022.
- b. Career Center Technicians will update/disseminate new Community Service approved activities to Social Studies Department Chairs
- c. Department Chairs will distribute Community Service approved activities to department members



LUHSD COMMUNITY SERVICE TIMECARD



Total Hours: _____

Fall Semester Due:

No earlier than the 2nd school day in December

Spring Semester Due:

No earlier than the 3rd school day in May

Directions: Complete Parts 1, 2, and 3

- 1) Select the organization and describe the activity
- 2) Get approval and signature from Senior Social Studies teacher
- 3) Complete the community service hours; have the organization's supervisor initial hours each day

Part 1: Name of Organization _____ Phone Number _____

Describe the activity _____

Part 2: Social Studies Teacher (Print Name) _____ Signature _____ Date _____

| Part 3: *Hours must be initialed by organization's supervisor for each day. | Date: | Hours: | Initials: | Date: | Hours: | Initials: | |
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Contact Info: Organization Supervisor who oversaw your work (Print Name): _____

Organization Supervisor who oversaw your Work (Signature): _____

Educational Services has redesigned the Community Service Timecard and the Community Service Reflection Instructions. We also are in the process of updating all of the Community Service approved activities. A list of approved community service activities will be sent prior to the end of the 1st quarter. As a general rule, a student may complete their community service hours at the following entities, among others:

Public Schools/Pre-Schools/Childcare

- Brentwood, Oakley, Byron, Knightsen, and LUHSD schools
- Aim High
- Head Start

Youth/Tutoring

- 4-H Summer Camp
- A Place of Learning
- Horizon DuMonde
- Volunteer Match

City Sports and Recreation Department and Local Sports

- BOYFL (Brentwood-Oakley Youth Football)
- Pony Baseball
- Little League
- Swim Clubs
- Special Olympics

Animal Rescue/ARP

- Contra Costa Humane Society
- Animal Shelters

Health Care/Senior Care

- Kaiser Hospital
- John Muir Medical Center
- Sutter Delta Hospital

Support Services

- Food Bank of Contra Costa County
- Global Village for Healthy Families
- Kaleidoscope Cancer Connection
- Meals on Wheels
- Shepherd's Gate Women & Children's Shelter
- Village Community Resource Center
- Familias Unidas

City/County Opportunities

- Brentwood Arts Society
- Brentwood Rotary
- Brentwood Women's Club
- Caliente Isle Yacht Club
- Discovery Bay Lions Club

Churches

- Local Community Churches

Miscellaneous

- Mt. Diablo Habitat for Humanity
- John Marsh Historic Trust
- SEED Foundation
- Pacific Coast Farmers Market
- East County Arts
- Stage Right Conservatory Theater
- Contra Costa Blue Star Moms
- Patriots Jet Team Foundation

Community Service Reflection Instructions

Liberty Union High School District Requires that all seniors taking American Government or Economics must complete 8 hours of Community Service and reflect upon these 8 hours. Students must submit a written reflection essay or PowerPoint presentation.

Written Reflection Essay Option

- 1 ½ Page Double Spaced Essay
- Times New Roman, 12-point font, 1-inch margins
- Name, Title, Class, Period, and Date
- Accommodations/Modifications for students with additional needs (SWANS)

What is to be in the essay?

- Describe the service or services you provided.
- Describe the organization(s) (where you earned your hours) and describe how this/these organization(s) is/are part of the community.
- What goal or goals does this organization, or these organizations have to benefit the community?
- How did your service benefit this/these organizations to achieve their goal(s) for the community and/or government?
 - Give two or more specific examples
- How were you benefited by this experience, other than just completing the assignment?
- Connect (from past experiences) when others in the community have helped you and show how your community service (can, may, or did) helped others.
- Conclusion
 - Any observations or positive comments
 - Will you do community service in the future?

PowerPoint Presentation Option

- 10-Page minimum PowerPoint Presentation
- Name, Title, Class, Period, and Date
- Include pictures
- Use Bullet Points/phrases instead of sentences. Explain bullet points and any connections. Do not just read from the screen.
- Maximum of 40 words per slide, do not put your essay on your presentation.
- Accommodations/Modifications for students with additional needs (SWANS)

Slides 1-4

- Describe the service or services you provided
- Describe the organization(s) (where you earned your hours) and describe how this/these organization(s) is/are a part of the community.
- What goal or goals does this organization, or these organizations have to benefit the community?

Slides 5-7

- How did your service benefit this/these organizations to achieve their goal(s) for the community and/or government?
 - Give two or more specific examples
- How were you benefited by this experience, other than just completing the assignment?

Slides 8-10

- Connect (from past experiences) when others in the community have helped you and show how your community service (can, may, or did) helped others.
- Conclusion
 - Any observations or positive comments
 - Will you do community service in the future?