

Parent copy -- Please have student and parent/guardian sign and return to his/her Theology teacher



PHILOSOPHY of CHRISTIAN SERVICE

“A Holy Cross education is a process which ... finds its best expression as service to others rendered by those with hope to bring.” –Shared Vision, HC Handbook

A few years after founding the Congregation of Holy Cross in France, Blessed Basile Moreau sent members of the congregation to serve in Asia, Africa and North America. As a result Catholic social justice has always been a hallmark of a Holy Cross education. It is in the spirit of the mission and vision of Blessed Basile Moreau that Holy Cross students are required to serve the community in Christian service each year.

CHRISTIAN SERVICE REQUIREMENTS:

Community service is not the same thing as “working without pay.” It is work done for the good of the greater community, e.g. for disadvantaged individuals, soup kitchens, food pantries, homeless shelters, hospitals, community playgrounds, animal shelters, churches, and schools. Service in profit-making activities DO NOT qualify as community service. Work done for your immediate family and neighbors is acceptable only for Middle School students. There are a few exceptions for high school students but must be approved ahead of time by the Director of Christian Service.

MIDDLE SCHOOL

6th grade: 6 hours of service 7th/8th grades: 10 hours of service

Please note:

- To satisfy the Christian service requirement, students may serve their neighbors, school, church, their elderly family members and local community organizations.
- Students must fill out and submit the *Christian Service Time Sheet* to keep a record of their hours. Forms are available from Theology teachers. Completed forms are turned in to the Theology teacher.

Middle School Deadlines:

- For each 9-week grading period there are required hours that need to be completed. Failure to complete the hours will result in a failing grade.
 - 2 hours for Grade 6; 3 hours for Grades 7 & 8
 - The failing grade may cause the student to become ineligible for extracurricular activities (band, athletics, cheerleading, etc.). Make up hours can be done during the week following report card distribution, after which the grade will be changed.
- All hours must be complete by:
 - 6th/7th grades: April 15th 8th grade: April 1st

HIGH SCHOOL

9th/10th grades: 20 hours of service 11th/12th grades: 30 hours of service

Please note:

- **9th Grade and 1st Semester 10th Grade:** Community service can be service at Holy Cross, with family, neighbors, in the community at large (e.g. graffiti wipeout, helping at tournaments and festivals, San Antonio Food Bank sorting food, animal shelters, etc.). Students must fill out and submit the Christian Service Form for 9th Grade and 1st Semester 10th Grade to keep a record of their core hour service. Forms are available from Theology teachers. Completed forms are turned in to the Theology teacher.
- **2nd Semester 10th Grade, 11th Grade and 12th Grade:** Community service is direct service to others. The service **MUST** be from the approved **Service Opportunities List** on the Holy Cross Website and in the Holy Cross Planner (also posted on the bulletin board in the Main Hallway. The service **must** directly serve one of the following: *children, elderly, disabled or the poor* (e.g. coaching or tutoring children, visiting a nursing home, Vacation Bible School or Religious Education teacher, etc.). The hours must be served off campus and at a non-Holy Cross sponsored event.
 - **If a student desires to serve at a site which is not listed on the Service Opportunities List, he/she MUST get permission BEFORE beginning service from the Director of Christian Service or his/her Theology teacher. Service Approval Forms are on the Holy Cross Website.**

- Students must fill out and submit the *Christian Service Program Form* to keep a record of their core hour service. Forms are available from Theology teachers or on the Holy Cross website. Completed forms are turned in to the Theology teacher.

● **High School Deadlines:**

- For each 9-week grading period there are required hours that need to be completed. Failure to complete the hours will result in a failing grade.
 - 5 hours for Grades 9 & 10; 8 hours for Grades 11 & 12
 - The failing grade may cause the student to become ineligible for extracurricular activities (band, athletics, cheerleading, etc.). Make up hours can be done during the week following report card distribution, after which the grade will be changed.
- All hours must be complete by:
 - 9th/10th/11th Grades: May 7 12th grade: May 1

REPORTING OF SERVICE HOURS

Service hours are recorded on RenWeb. Parents/students may see how many hours that they currently have by going to the RenWeb Family Information tab where one can find the student(s) listed. Then go to the Service Hours tab. The hours listed are the total hours for the student's year(s) at Holy Cross. Service hours are also reported on progress reports and report cards.

ALL STUDENTS: Christian Service Guidelines

- Students are required to obtain their community service hour forms from their Theology teachers or the school website www.holycross-sa.org, under "Academics" and "Christian Service"
- Forms and Service Opportunities can be found on the website at <http://www.holycross-sa.org/Christian-Service.aspx>.
- To ensure that the service a student is completing meets the requirements of the school, students are highly encouraged to receive approval from their Theology teacher or the Director of Christian Service before beginning their service projects.
- Through Theology class, students will complete a reflection paper at the end of each 9 weeks which will count for a grade. Failure to complete this assignment can lead to a failing grade in Theology.
- Students must submit their completed service hour form to their Theology teacher as soon as the service project is complete so that their hours may be properly recorded in RenWeb.
- RenWeb will be updated regularly. Students should regularly check on their service hours via RenWeb. Parents/students may see how many hours that they currently have by going to the RenWeb Family Information tab where one can find the student(s) listed. Then go to the Service Hours tab. The hours listed are the total hours for the student's year(s) at Holy Cross.
- In the spirit of volunteerism it is important to state that all service must be completed without pay.
- No credit will be awarded to students who complete service during the normal school hours unless pre-approved by the Director of Christian Service or his/her Theology teacher.
- Service Hours will not be given for assigned Saturday School.
- **Service Hours will not be given for work at class, team, or fundraising projects.**
- Completing more than the minimum amount of hours required will not excuse a student from the following years service requirement. Each year, students will have to complete the minimum requirement for Christian Service.
- Students may begin their service hour requirement during the summer before the school year beginning on June 1st.

Failure to meet the end-of-the-year deadlines:

- Students who fail to meet the deadline for submitting service hours for each grading period or at the end of the year will receive a failing grade in Theology. This will require a student to take a Service Oriented Summer School Program (\$150).
- 8th and 12th grade students will not be eligible for graduation if their service requirement is incomplete.

ANY EXCEPTIONS TO THE ABOVE LISTED GUIDELINES CAN ONLY BE MADE BY THE DIRECTOR OF CHRISTIAN SERVICE or THEOLOGY TEACHER.

Student Signature _____

Date _____

Parent/Guardian Signature _____

Date _____