

## LCMA MYP Community Service Instructions

Students must complete community service each year. Please refer to the *MYP Handbook* or the school website for the required hours for each grade level. A creative problem solving approach is required. This means that students must identify a social problem, develop and implement a plan of action, and evaluate and reflect on the experience; this is the reason for the CS Proposal form.

Students will submit two forms related to community service to their **humanities** teacher: (1) a Community Service Proposal and (2) and the Community Service Log. The proposal form should be written legibly or typed. ***It must reflect the student's own work.*** The proposal form addresses the following:

- ❖ **Community problem/concern to be addressed** - This step defines the parameters of all volunteer work. Students might investigate problems such as care for the elderly; alleviating hunger or homelessness; environment preservations; or illiteracy. By selecting a significant problem with many venues for personal involvement, students ensure the plan can encompass volunteer work for several community agencies.
- ❖ **Reason for choosing this problem** - The student identifies the personal significance of the problem and the reason for the selection. Community service experiences provide students with an opportunity to discover that they can play an active part in the democratic society in which they live.
- ❖ **How does the community service fit into this plan** - Students detail the role their volunteer work will play in addressing the problem. The relationship between their community service and the problem is identified.
- ❖ **Name of agency/agencies where community service is to be performed** - List the agency/ies for which the service is to be performed. Many community agencies and religious organizations have established networks that can assist students in finding service opportunities.
- ❖ **Type of service(s) to be performed**  
Students list activities in which they will participate, such as clean-up work or tutoring.
- ❖ **Method of evaluation of project**  
This section's intent is to encourage students to reflect upon the service experience. Here students consider the success of their plan, the differences they have made in their community and the life-long skills of planning, organization, collaboration and leadership they have acquired. ***The evaluation method to be used for Lawton Chiles Middle Academy is a personal essay.*** The focus is on student reflection on the experience and its personal impact rather than a description of the volunteer work. One essay may be turned in at the end of the school year encompassing all of the student's experiences.
- ❖ **Volunteering Guidelines**
  - Turn your forms in to your **humanities** teacher by **March 28**.
  - You may not miss school in order to volunteer.
  - Your service may not be as part of a competition, for payment or for a grade.
  - You may not count service performed for family members.
  - Your parents may not complete your forms for you.
  - You may begin counting service the first day of summer for the upcoming school year.
  - Because we make mistakes, too, it's important that you keep a Community Service folder at home with copies of any and all forms that you turn in.

The record of volunteer hours should be kept on the *Community Service Log*. Students must complete a log entry for all hours worked toward the requirement. Training hours required for participation in the community service program may be recorded as volunteer hours. **Family members are not allowed to sign off on community service hours.** After the project is completed, students should turn the proposal form and log sheet into their humanities teacher.