

Community Service: Policies and Helpful Facts

Each student must complete a minimum of fifteen hours of Community Service each year. **Any senior who has not fulfilled his community service obligation will not receive her diploma** at graduation, nor will her final transcripts be sent out, until the service has been completed, verified, and approved.

DEFINITION OF COMMUNITY SERVICE: Service is a genuine sacrifice on the part of the doer that involves compassion and extra effort; effort **over and above** an act of kindness for family or neighbors. We give our time and talent in service to our fellow men as representatives of Christ. It is done for people to whom we owe nothing, and yet, because of our obligations as Christians, we owe everything. "Ours are the eyes through which Christ's compassion must look out into the world." -St. Theresa of Avilla.

Servant leadership - it is one easy way to spot a Seton woman. Seton students and alumnae are known for their willingness to give back to their communities - here in Price Hill, throughout the U.S. and in the world at large. Seton students understand the impact that can be made by giving of themselves to others. Seton graduates move into their post-secondary experiences with a strong spiritual foundation and commitment to sharing their gifts and blessings with those in need.

Service is working summer camp at Stepping Stones or sorting canned goods for the Saint Vincent DePaul Society at Christmas. Service is assisting in the annual Special Olympic Track and Field Day, putting together toys and bikes for a toy drive for distribution to children in the inner city, who otherwise would receive nothing for Christmas. Seton service is **NOT** babysitting, mowing our neighbor's grass, or cleaning out our grandparent's attic. These are things we should do for family or neighbors just because they are family or neighbors.

Seton Community Service is divided into two categories:

GREEN hours refer to hours completed for the greater community (not for Seton). Helping handicapped children in Special Olympic events (here or elsewhere), tutoring, serving Mass in our parishes, mission trips, working vacation Bible schools, and working parish festivals are all examples of "green hours". All 15 hours of annual service required may be completed as "green" hours.

WHITE hours are hours completed for Seton High School. Examples include working the Seton summer camps; helping with certain fundraisers, or the athletic department golf outing; cleaning up or preparing for athletic or club events. "Double Dipping" defined as using hours for service that are required of a student who belongs to a school club, athletic team or other entity is not permitted.

Freshmen and Sophomores: minimum of 5 green, 10 white

Juniors and Seniors: Minimum of 10 green, 5 white

If you have any questions as to whether or not something qualifies for green or white service, or whether something is considered service, see the definition of service in this handbook or have your daughter see the Community Service Coordinator with questions. The program is designed to help Seton students experience compassion by working for those less fortunate. Helping friends, family or neighbors is not considered service unless there are extenuating circumstances.

House hours:

New this year, each house will select a local non-profit that is either located in or does charitable work in Price Hill. Once selected, each student will either select an opportunity for service found on x2VOL or will work with their mentor teacher to find an opportunity as a mentor group to work with their agency. Once completed, the student will record the service on x2VOL. One house experience per year in addition to the 15 hours is the requirement.

- You may choose to perform service at another house's agency, but must count it towards your GREEN hours.

All hours must be submitted online at x2vol.com, through the student's account, within 30 days of having completed (the last day of) the service. After 30 days, the work may not be submitted to count toward your Seton service hours.

All students are eligible for the community service award. Awards are given to any student who has completed **forty (40) hours of service in six (6) totally different activities for six (6) different agencies or organizations, all in the same school year** (June 1 through May 31). **Thirty (30) of the total hours (out of the 40 minimum) must be categorized as "Green" hours.** See above for details.

- **All hours must be logged online, within 30 days of completing (the last day of) the service.** Instructions of finding activities and logging hours are attached.
- If you have **forgotten** your **password**, you can have it reset and sent to your Email by clicking on the link, "[Forgot your Password?](#)" at x2vol.com/Login.html .
- If you have **forgotten** your **Email** address or need **help signing on, finding, or logging hours**, see Mr. Kovacic, the Community Service Director. I am happy to help you. Do not let it go and think that the problem will go away. It will not go away, and you will be held accountable. Log hours as soon as possible after their completion!

HOW TO FIND SERVICE OPPORTUNITIES AND SIGN UP FOR THEM

- 1) **Sign into** your account, with your Email address and password, at x2vol.com ,
- 2) Go to "**Opportunities & Projects**" at the **Top Left** of your Dashboard.
- 3) Sign up both there on x2vol and by contacting the event organizer / contact person.
- 4) Then, just show up and help! Woohoo! Go Saints!

HOW TO LOG COMPLETED SERVICE HOURS

*Log your hours completed **within 30 days** after having completed the activity!*

HOURS FOR WHICH YOU HAD SIGNED UP PREVIOUSLY

METHOD 1:

- 1) Log into your account at www.x2vol.com .
- 2) Scroll down your Dashboard to "**Recently Completed Activities**".
- 3) Find activities that you have signed up for on the system that have passed. (The system prompts you to add these hours with a green "**Add Hours**" button.)
- 4) Click "**Add Hours**" and follow the directions from there, being sure to open the drop-down button and **specify GREEN hours or WHITE hours.**

METHOD 2:

- 1) Log into your account at www.x2vol.com .
- 2) Click on “**Opportunities & Projects**” at the **Top Left** of your Dashboard.
- 3) Scroll down to “**My Activity Log**” and do the same as above (in Method 1, Steps 3 & 4), clicking on “**Add Hours**” from activities for which you signed up.

HOURS FOR WHICH YOU HAD NOT SIGNED UP ONLINE PREVIOUSLY

- 1) Log into your account at www.x2vol.com .
- 2) Click on the green “**Add Hours**” button in the center of your Dashboard.
- 3) Click on the blue “**+ Create New**” button toward the center.
- 4) Fill in all of the information required on the page to “Create a Personal Project”, most importantly a **Name and Email Address** for the contact **person overseeing the activity**, the **Date that you performed the service**, and the **Goal (GREEN or WHITE Hours)** under “**Apply Hours to Goal(s)**”.
- 5) Check the oath statement box, once all is complete and true.
- 6) Click “**Submit**” to submit your hours for approval by the Community Service Director after verification with the contact who oversaw the activity. Woohoo! You have finished. Go Saints!