

Community Service
Overview and Expectations
2020 - 2021



Roger Bacon High School
Department of Community Outreach

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DEPARTMENT MISSION STATEMENT

Community Outreach provides opportunities for the Roger Bacon family to place their Christian faith and Franciscan values into action through works of service; so we may all grow in holiness and learning.

DEPARTMENT OVERVIEW

To help achieve our department's mission, Community Outreach facilitates numerous avenues of involvement and exposure. Both in-school and out-of-school service experiences help Roger Bacon students discover the importance and value of service. In-school service experiences are "written" into the curriculum. This allows a guided and intentional avenue to understand the meaning and importance of service as both Franciscans and disciples of Jesus Christ.

Out-of-School service experiences are projects before and after school, overnight, and during flex. Students choose to involve themselves with out-of-school service experiences. Roger Bacon High School has one of the most active outreach program in the greater Cincinnati area. In a given month, numerous projects occur for students to participate with Community Outreach.

COMMUNITY OUTREACH BOARD

Roger Bacon students apply to be a member of the Community Outreach Board. First and foremost, this is a leadership position since all projects are student lead. Board members are leaders of service for their classmates, especially for out-of-school experiences. The Directors of Community Outreach work to develop their leadership skill and talents. The service days for freshmen and sophomores, outreach board members serve as small group facilitators.

TRACKING YOUR EXPERIENCES

We encourage students to volunteer with various nonprofit organizations. While many may have their first taste of service with Community Outreach at Roger Bacon, we realize the spirit of volunteering is planted by many families. Therefore, we encourage all students to record their hours served at all nonprofit organizations (churches, scouting, boys and girls club, etc.) using a cell phone application titled, "Mobile Serve." Students will use the app for recording all service hours, both in and outside of school.

MobileServe is Roger Bacon's impact tracking system. It's currently accessible from any Internet connected device via App.MobileServe.org, and is currently available on the App store.

Please complete these 4 steps to start tracking your impact!

1. Sign Up, enter your school's email address or login through Facebook
2. Upload your profile picture and affiliate with your appropriate class code

Class of 2021: CD6C05
Class of 2022: 2E0F91
Class of 2023: 68BDBE
Class of 2024: 062C92

3. Find MobileServe on the App Store.
4. Start volunteering and sharing your story!
Questions? Reach out to Support@MobileServe.org

OUT-OF SCHOOL EXPERIENCES

The following out-of-school projects occur monthly:

- Archbishop Leibold Home for the Aged and Infirm: Visiting and playing bingo with the elderly.
- St. Anthony Center Kitchen: Serving people of the inner city with a hot meal and welcoming hearts.
- Trash OTR: Gathering for Sunday Mass at St. Francis Seraph Catholic Church, followed by picking up trash in Over-the-Rhine, concluding with eat lunch together at Findley Market. This project does not take place during winter months.
- Writing Hope: During flex, students write to men and women imprisoned to provide a human connection of faith and hope. All correspondence include no personal identified, except first name. All letters are read by the Department of Community Outreach and the Archdiocese of Prison Ministries, and redacted appropriately.
- Food Pantry at St. Clement: Students interact while escorting neighbors at a choice food pantry to reinforce the dignity and value of the human person.
- Bacon Buddies: Our mentoring project connects Spartans with elementary 3rd-5th graders that centers around Christian values infused with activities. Here, students sign-up at the beginning of the year and pelage a yearly commitment.

Numerous out-of-school community outreach projects occurs annually. For example: Assist-a-Family, Shantytown, March for Life, St. Baldricks Day, Santa Letters, Francis Day of Giving, etc. Certain projects may require an application, class year, fee and/or selection. Details are communicated via email.

IN-SCHOOL EXPERIENCES

To help achieve our department's mission, Community Outreach facilitates service experiences to help the Roger Bacon student discover the importance and value of service. In-school service experiences are "written" into the curriculum. This allows a guided and intentional avenue to understand the meaning and importance of service as both Franciscans and disciples of Jesus Christ.

Expectation of Service Hours for Roger Bacon Students are as follows:

FRESHMEN YEAR

As Roger Bacon freshmen acclimate to their new Franciscan environment, Community Outreach organizes two compulsory days:

A. FRESHMEN KOINONIA

Within the first few weeks of school, freshmen have a whole day dedicated to building community (Koinonia is the Greek word for "community") and discussing the value of service. Focus is given to learn about the numerous out-of-school service experiences available for students and why we reach out to the "lepers" of today like Saint Francis of Assisi. Students are exempted from class to participant in this structured service, but are expected to complete work assigned during their in-school service time. Teachers will adjust due dates appropriately. Normal school times are observed (7:45AM to 2:45PM).

B. FRESHMEN SERVICE DAYS

The purpose of the day is to "walk with" the student in their experience and discover the value of service. This is set the foundation which is built upon leading to senior year.

Students are divided into four service days based last name, which take place first semester. Freshmen participate with direct contact with the materially poor and vulnerable at supervised sites in Over-the-Rhine. Students will bring a bag lunch, followed by a walking pilgrimage around the neighborhood highlight the challenges and sought solutions to poverty. Finally, freshmen return for reflection and integration. Students are exempted from class to participant in this structured service, but are expected to complete work assigned during their in-school service time. Teachers will adjust due dates appropriately. Normal school times are observed (7:45AM to 2:45PM).

SOPHOMORE YEAR

Continuing to help the students discover the beauty and value of service, both as Catholics and Franciscans, Community Outreach organizes one compulsory day for a sophomore:

A. SOPHOMORE SERVICE DAY

The purpose of the day is to deepen and expand the student's understanding of service. Instead of direct contact found freshmen year, in-direct service through education and advocacy by outside agencies on a meta-social issue will be the focus. It is the hope that sophomores realize that learning the causes and effect of a social problem leads to solutions, and that too is service.

Sophomores will choose from four meta-social issues by the end of first semester and assigned to the appropriate second semester service day. Sophomores end for advocacy, reflection and integration. Students are exempted from class to participant in this structured service, but are expected to complete work assigned during their in-school service time. Teachers will adjust due dates appropriately. Normal school times are observed (7:45AM to 2:45PM).

JUNIOR YEAR

Realize that service needs to come from a stance of ownership rather than servitude, juniors are given more flexibility and privilege for their service experiences. These compulsory in-school service experiences are to help students prepare for senior year service.

A. TUESDAY WITH VINCENT

Realizing that autonomy helps to build ownership, juniors select a Tuesday when they will serve as pantry escorts at Saint Vincent de Paul choice food pantry. A basic moral test is how our most vulnerable members are faring. In a society marred by deepening divisions between rich and poor, our tradition recalls the story of the Last Judgment (Mt 25:31-46) and instructs us to put the needs of the poor and vulnerable first" (USCCB, Seven themes of Catholic Social Teaching, 2005). Discovering the importance of caring of the poor and vulnerable is at the core of Franciscan life.

Students select **one** Tuesday with Vincent day at the beginning of the year. Student leave campus after 2nd bell and return by the beginning of 5th bell. A bag lunch is permitted to be eaten in 5th bell. Students may drive and carpool with appropriate permission form. Students needing school transportation may select from a pre-selected appointed school transportation Tuesday. An integration paper of the pantry experience is handled by the student junior theology teacher.

Students may only participate in one Tuesday with Vincent event during school hours. Students are exempted from class to participant in this structured service, but are expected to complete work assigned during their in-school service time. Teachers will adjust due dates appropriately.

Effective August 21, 2019, Roger Bacon students will track hours using a cell phone application titled, "Mobile Serve." Students will use the app for recording all service hours, both in and outside of school. Even personal volunteering at non-profit organizations. See "Tracking Your Experiences" on page 2 of this document for step-by-step details.

B. SERVICE DAY

Juniors will receive a day off from school instruction to investigate service organizations where they could serve during their senior year. Students are responsible for finding a non-profit agency to volunteer at least four hours during their junior service day. The agency must meet the expectations found under "Senior Service Experience," section "C: Service Site."

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C. MICHAELA FARM SISTERS OF SAINT FRANCIS

"We show our respect for the Creator by our stewardship of creation. Care for the earth is not just an Earth Day slogan, it is a requirement of our faith. We are called to protect people and the planet, living our faith in relationship with all of Gods creation. This environmental challenge has fundamental moral and ethical dimensions that cannot be ignored" (USCCB, Seven themes of Catholic Social Teaching, 2005)

The entire junior class spends a day at Michaela Farms, a sponsored ministry of the Sisters of Saint Francis at Oldenburg, IN, learning the importance of care for God's creation via theory and application. Students are exempted from class to participant in this structured service, but are expected to complete work assigned during their in-school service time. Teachers will adjust due dates appropriately.

Effective August 21, 2019, Roger Bacon students should track hours using a cell phone application titled, "Mobile Serve." Students will use the app for recording all service hours, both in and outside of school. Even personal volunteering at

non-profit organizations. See “Tracking Your Experiences” on page 2 of this document for step-by-step details.

SENIOR YEAR

True to our Franciscan motto of education, “In Sanctitate et Doctrina” – “In Holiness and Learning,” senior year seeks to reinforce creativity, ownership and reflection. Using the numerous foundational elements of the student’s three prior years, seniors will place their faith into action via works of service done outside of school hours.

This senior service is call the “senior service experience.”

SENIOR SERVICE EXPERIENCE

At the end of junior year, a representative of Community Outreach will meet with the juniors to explain the overview and expectations of their senior service experience. Resources of form, ideas, question & answer sheets and registration instructions are given to help the junior for their senior service experience.

A. Requirements for a Roger Bacon senior:

1. Render at least twenty (20) hours of service to the needs of the larger community. All service hours may begin after May 29, 2020.
2. All senior service hours are to be performed at the same service site/organization.
3. Senior service proposals MUST be registered before beginning the service experience. The Senior Service Experience is to adhere to the “Overview and Expectations of Student Community Outreach 2020-2021.”
4. Eligibility to participate in senior activities may only occur upon completion of the Senior Service Experience.
5. Seniors MUST record all their service hours using the MobileServe application. All hours for one's Senior Service Experience are due by Tuesday, March 23, 2021.
6. Understand the above expectations for one’s Senior Service Experience and accept them willingly and without reservation. Any disputes, questions, concerns or problems, a senior will accept the judgment from the Roger Bacon High School Director of Community Outreach.

B. Details

1. Senior must commit to one service organization, also call their “site” for all twenty hours. Such is to their time and talents.
2. At the end of the year, seniors will complete a capstone project in their English classes that focus on advocating for their service site. This

advocating may result in a \$1,000 donation on behalf of Roger Bacon High School to continue the non-profit organization's work.

C. Service Site

1. Students may only work in places that are non-for profit that have the 501c3 tax status. If the business is a for-profit business, then no work can be done. Additionally, work as a requirement for membership in any club, group, organization, or sports team or to fulfill another classroom assignment is not allowed.
2. Seniors cannot work for themselves, family or extended family. The idea is to serve the greater community beyond what normally is done at home.
3. Seniors can commit to volunteering for their senior service through a department at Roger Bacon.
4. Volunteers work for free. You may not accept anything for your volunteer work, even merit points. You may not work for a for-profit business, even without pay: this does not qualify for community service hours. (The only exception is in the case when a business is sponsoring a special event to raise money for a non-profit social services agency, group, or cause and 100% of the proceeds are going to benefit that agency, group, or cause.)
5. Community Outreach sponsored projects. The projects that are included are: Bacon Buddies, Archbishop Leibold Home bingo, Trash OTR, Writing Hope, St. Anthony Center Kitchen, and St. Clement Food Pantry. Any additional projects will be communicated via email.
6. All locations in the "Service Site for Greater Cincinnati Area" document are pre-approved.
7. Rising seniors must register their service location for approval and tracking. Details are given in May prior to the last day of the semester.

D. Tracking and Recording

1. Effective August 21, 2019, Roger Bacon students will track hours using a cell phone application titled, "Mobile Serve." Students will use the app for recording all service hours, both in and outside of school. Even personal volunteering at non-profit organizations. See "Tracking Your Experiences" on page 2 of this document for step-by-step details.

E. Duration

1. A senior may start recording hours for their senior service after a) submission of service site and b) May 29, 2020.
2. All senior service hours are due by Tuesday, March 23, 2021.
3. A minimum of 20 hours at their committed site is necessary.

F. Amending

1. Senior students needing to change their approved site must complete and submit a "Senior Change of Service Site" form, which are located outside of the Spiritual Life Office (SLO, Room 21) prior to starting at the new site. Students are emailed when approved.
2. Students cannot change their sites after March 1, 2021.

G. Senior Capstone

1. The senior capstone occurs during the second semester of senior year. It draws upon one's service experience to reflect on themselves in light of the Franciscan values. Community Outreach is responsible for the approval of sites, and collection and reporting of completed hours. The capstone is organized and graded by the Department of English. Details of the capstone are given second semester of the senior year via their English teacher.

AWARDS

Once a year, the Department of Community Outreach highlights the service of students. Two awards earned by Roger Bacon students are the President's Volunteer Service Award and the Inspiring Service Youth Awards. These awards are from independent organizations and require the student to imitative the process.

All students are encouraged to submit a record of volunteer hours to Roger Bacon for tracking purpose. This includes service outside of Roger Bacon with non-profit organizations including, but not limited to: church/parish events and festivals, Boys and Girls Club of America, Boy and Girl Scouts, Ronald McDonald House, etc. These hours, along with Roger Bacon outreach project may apply for the following awards.

THE PRESIDENT'S VOLUNTEER SERVICE AWARD

The President's Volunteer Service Award is an initiative of the Corporation for National and Community Service (CNCS) and is administered by Points of Light. Through a shared mission of inspiring more to answer the call to service, the President's Volunteer Service Award celebrates the impact we can all make in bettering our communities and our world.

- A. The President's Volunteer Service Award recognizes United States citizens and lawfully admitted, permanent residents of the United States who have achieved

the required number of hours of service over a 12-month time period or cumulative hours over the course of a lifetime.

- B. Hours for the President’s Volunteer Service Award must be logged and submitted to the Spiritual Life Office by April 1, 2020. An additional application is required for submission, which is located outside of the Spiritual Life Office.
- C. Only hours served between April 1, 2020 to April 1, 2021 will be qualified.
- D. The following are the requirements based on age and number of hours:

Hours by Award	Bronze	Silver	Gold
Teens (11–15)	50 – 74	75 – 99	100 +
Young Adults (16-25)	100 – 174	175 – 249	250 +

- E. Along with the ultimate honor of presidential recognition, recipients will receive a personalized certificate, an official pin, and a congratulatory letter from the president of the United States.
- F. Additional details can be found at: PresidentialServiceAwards.gov

NATIONAL COMMUNITY SERVICE AWARDS

Designed to highlight the commitment students make to causes, nonprofits, and projects. National Community Service Awards recipients receive an award folder with a series of artifacts that help celebrate a student accomplishments and recognize the impact they have made toward the United Nations Global Goals. The awards are as follows:

MERIT AWARD

20 Hours of Service
4 Service Activities

HONOR AWARD

40 Hours of Service
8 Service Activities

AMBASSADOR AWARD

100 Hours of Service
12 Service Activities

- A. All community service activities from June 1, 2020 count - volunteering, tutoring, fundraising, running collection drives, organizing cleanups, donating blood - it all makes a difference and we want the world to see it!
- B. Students are responsible for sign-up and updated tracking via the innerview website. Details and additional information can be found at: InnerView.org

CONTACTS

Director of Community Outreach:	Father Roger Lopez, OFM
Assistant Direction of Community Outreach:	Mr. Joesph Pieper
Director of Spiritual Life:	Mr. Paul Zlatic

Assistance to questions and ideas can be directed to the Department of Community Outreach via email at: Outreach@RogerBacon.org

The Community Service Overview and Expectations 2020-2021 was updated on
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