

## **New Tech High@Coppell Community Service Guide**

At New Tech High@Coppell, community service is a required part of each student's high school education. Each student at NTH@C is required to perform a minimum of 10 community service hours per school year to graduate.

### ***Objectives***

- Expose students to non-profit organizations to create an awareness of the need for volunteerism and the variety of organizations that exist to help others.
- Enable students to give back not only to their local Coppell community and the Dallas Fort Worth metroplex community, but also to our country and the world beyond.

### ***Requirements***

- Each student must complete a minimum of 10 community service hours per school year.
- Work must be completed at a minimum of two separate organizations as part of the required 10 hours.

### ***Guidelines***

- The organization for which you volunteer must be a non-profit agency or a for-profit one that has been approved by the counselor, such as a hospital or nursing home.
- The student shall receive no pay, academic credit, award or any other compensation for the hours earned.
- Activities that do not qualify for community service hours include:
  - Services required for the student for redress or recompense, i.e., mandatory teen court service to dismiss a ticket
  - Activities for which the student receives direct benefit, i.e., fundraising for a sports team
  - Activities during the student's school hours.
  - Activities for which the student is paid or compensated in some other manner.
  - Activities that benefit a for-profit organization or business, unless approved by the counselor, i.e., a hospital or nursing home.
  - Activities that are of a religious nature, i.e., teaching a religious class. However, church sponsored activities addressing physical needs, i.e., collecting blankets, building

projects, volunteering at Vacation Bible School, performing mission work, or babysitting during religious services do qualify for community service hours.

### ***How to get started***

- The Community Service Guide and a list of Approved Volunteer Organizations are located on the website – go to **[www.coppellisd.com/newtech](http://www.coppellisd.com/newtech)** and **click on the red bar on the left titled New Tech Gives Back.**
- Learners may obtain a NTH@C Service Learning Project Report form from their networking facilitators or from the office.

### ***Frequently Asked Questions (FAQs)***

**Q1:** I started NTH@C as a 10<sup>th</sup> grader, how many hours of community service will be required for me to graduate?

**A1:** A student who started NTH@C in 10<sup>th</sup> grade is required to have 10 hours of community service per school year so, for graduation, the student must have at least 30 hours of total community service (10 hours in 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> grades).

**Q2:** Can I count community service hours I did over the summer?

**A2:** Community service hours during the summer of 2008 may not be counted toward the 2008-2009 school year. Beginning in the summer of 2009, all summer hours may be included in the following school year's count, i.e., summer 2009 hours count toward the 2009-2010 school year, summer 2010 hours count toward the 2010-2011 school year, and so on.

**Q3:** Can I carry over community service hours from year to year?

**A3:** No, you must submit your hours worked during that school year to meet your 10 hour annual requirement, i.e., for the 2008-2009 school year, you may submit hours worked from September 1, 2008 – May 31, 2009, for the 2009-2010 school year, you may submit hours worked from June 1, 2009 – May 31, 2010, and so on.

**Q4:** How do I count my community service work, hour-wise?

**A4:** Count each hour of actual work as one hour and round hours to the half hour mark as needed, i.e., 16 minutes beyond an hour can be

rounded to 1.5 hours and 46 minutes beyond an hour can be rounded to two hours.

**Q5:** How do I find non-profit organizations for whom to work?

**A5:** Check the list of approved organizations on the web site. Go to **[www.coppellisd.com/newtech](http://www.coppellisd.com/newtech)** and **click on the red bar on the left titled New Tech Gives Back**. You may also ask your parents, neighbors, and friends for suggestions. If you are unsure whether an organization qualifies under the community service guidelines, please check with your networking facilitator or the counselor.

**Q6:** Where do I get the form to report my hours?

**A6:** Learners may obtain a NTH@C Service Learning Project Report form from their networking facilitator or from the office.

**Q7:** Where do I turn in my completed forms?

**A7:** You may turn in your completed forms to the office.

**Q8:** If I have a question about whether an organization meets the guidelines for community service hours, who should I ask for guidance?

**A8:** You may ask your networking facilitator or the counselor for guidance.

**Q9:** May I count service hours twice? For example, if I perform service hours for scouting, can those same hours also count at NTH@C?

**A9:** Yes, you may count service hours twice.