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## INTRO TO PROJECT

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Scappoose High School's *Green Cord Community Service Award Program* was established in 2014 to give special recognition to students that demonstrate a willingness and passion to volunteer their time and labor in serving others.



Students that earn a *Green Cord* will learn that community service and involvement are of great value to our world for numerous intrinsic reasons.

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## SUMMARY OF REQUIREMENTS

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- ✓ Community service hours are NOT a requirement for graduation.
- ✓ SHS's *Green Cord Project* requires a minimum of 100 community service hours in one academic year (end of the previous school year to May 15 of current school year).
- ✓ Students must turn in their *Green Cord Form* within 2 weeks of completing their service hours (summer is the only exception).
- ✓ Volunteer hours at a business will only be accepted if:
  - Business is a non-profit organization
  - Main goal of business is to benefit the community
- ✓ Community service hours cannot be earned during regular school hours.
- ✓ No signature will be valid unless it is that of the program sponsor/director and has a phone number where they may be contacted.
- ✓ No volunteer hours can be earned during club meetings.
- ✓ Volunteer hours will NOT be carried over from year to year.
- ✓ No form of fundraising will be accepted for *Green Cord* hours, unless the fundraising was done to benefit a non-profit organization.
- ✓ Volunteer time spent helping a teacher with stapling, photocopying, etc. will NOT be counted (without prior committee approval).
- ✓ Service rendered in affiliation with SHS (Leadership, NHS, Natural Helpers, etc) will be considered acceptable service if completed outside of school hours; however, a maximum of 60 hours of service will be tallied toward the 100-hour requirement. The remaining 40 hours must come from other outside sources.
- ✓ If you have questions, speak to your counselor prior to completing service.

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## SCAPPOOSE HIGH SCHOOL'S COMMUNITY SERVICE AWARD PROGRAM

### THE GREEN CORD PROJECT



Serve. Lead. Inspire.

For more information about SHS's *Green Cord Project* or to learn about approved volunteer opportunities, please visit <http://shsgreencord.weebly.com>

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## HOW THE PROGRAM WORKS

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Special recognition is given to students that complete 100-hours of community service work within the time frame of a single academic year. Students that wish to participate must document their community service work on a *Green Cord Community Service Documentation Form*, supplied in the Counseling Office.

Once the form is completed, returned, and approved by the committee, the student's time is documented and will be added to any previous time accumulated by the student and filed for future reference. Students that document 100-hours of community service and return their forms by the May 15 deadline will be given special recognition of their accomplishment at the end of the year.

Freshmen, sophomores, and juniors who meet the requirements of the program will receive a 100-hour Certificate of Recognition. A Green Cord will be distributed to seniors that meet the requirement.

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## SHS'S GREEN CORD DEFINITION OF COMMUNITY SERVICE

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True service is a giving of one's time and labor under no obligation to do so. Although all types of volunteer work is encouraged, only specific and well-defined service hours count toward the *Green Cord Community Service Award Program*.

**Examples of Acceptable Service Hours:** volunteering time at a food bank, church, nursing home, etc., walking dogs at the humane society, participating in non-profit fundraisers outside of regular school hours, etc.

**Examples of Non-Acceptable Service Hours:** helping a teacher staple or copy papers, baby sitting for family /friends, helping a friend/family member move, yard work, setting up for a dance, performing or helping with a school play, etc.

Students are encouraged to speak to their counselor prior to completing community service to verify the hours will count towards the *Green Cord Community Service Award Program*.

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## TALLYING OF COMMUNITY SERVICE HOURS

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All community service time performed by a student that wishes to participate must be documented on the *Green Cord Community Service Documentation Form*. Forms must be received within 2 weeks of completing service hours.

Service hours must be accumulated between the end of the previous school year and May 15 of the current year.

Service rendered in affiliation with SHS will be considered acceptable service; however, a maximum of 60 hours of service will be tallied toward the 100-hour requirement. The remaining 40 hours must come from outside sources.

Each student is solely responsible for returning his/her own documentation form to the *Green Cord Community Service* basket in the counseling office. Forms that are not completed to the satisfaction of the committee will be rejected.