



NOBLE STREET COLLEGE PREP

Community Service Syllabus SY18

1010 N. Noble Street
Chicago, IL 60642

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CS Directors: Ms. Cavitt and Ms. Milkie

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Purpose: Noble requires our students participate in community work because we believe everyone has the ability use his or her talents to learn about and enhance the world around them. Through increased engagement, we are able to identify resources to address community needs and are thus able to be part of a solution.

Requirements: Students are required to complete a combination of community work and Noble work. Students must complete projects as outlined below. An advisory may choose to alternate their projects based on a strong interest in a

Grade Level	Service Projects
Freshmen	<ul style="list-style-type: none"> Day of Service 1 Advisory Project
Sophomores	<ul style="list-style-type: none"> Day of Service 1 Advisory Project
Juniors Beginning with 2020s	<ul style="list-style-type: none"> 1 Advisory Project

Grading: Community service hours will be monitored and accounted for through Advisory and will appear in Semester 2 grades. For semester 1, Advisory grades should be 30% newsletters and 70% classwork. In order to pass Advisory, students must participate in both service and learning activities, each one a 500 point assignment. Community service will be monitored and accounted for through Advisory. In order to pass Advisory, students must participate in both community work and Noble work, and RCPU as follows:
250pts = Day of Service and related activities
250pts = Advisory chose project (Noble Work or Community Work)

Service above and beyond: We will continue to manage a list of approved sites where students can continue to serve and receive credit for their hours, and we will advertise agencies needing assistance. Advisors wishing to continue to encourage service can add CS hours to their advisory grade. Hours accrued will be updated on progress reports and report cards and will accumulate toward Honors in Service, a recognition given out at EOY celebrations, Senior Awards ceremony and graduation.

Benchmarks: The community service benchmarks for the Classes of 2020 & 2019 are as follows. Students can check their CS balance on progress reports and report cards.

Quarterly Benchmarks	Quarter 4 6/13/18
Freshmen	15 hours
Sophomores	30 hours
Juniors beginning with the 2020s	40 hours

Failure to meet the benchmarks outlined above will result in Advisory failure for the semester which must be made up in summer school (S2 failure) at a cost of \$100. Grade promotion is contingent upon completion of all service requirements.



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Sample Noble Work Projects | Potential number of advisories

- AM/PM kiosk assistants (1 advisory per quarter)
- Spirit Squad (TBD)
- Intermural planning/promotion (3 on 3 tournament, field day tourney, bowl-a-thon, etc) (1 advisory per quarter)
- Blood drive (2 advisories)
- Enrollment/Noble event assist (1 advisory)
- Birthday grams (1 advisory per MDA/lunch)
- RCPU happiness committee (1 advisory per quarter)
- RCPU greeters
- Advisory sponsored Town Hall (1 advisory per quarter)
- Noble Tiger mascot at games
- Club organization/management
- Kindness Club/Welcome Wagon
- Safety Patrol

Sample Community Work Projects | Potential number of advisories

- Day of Service (9th grade = October and April test days)
- Hunger Walk (9/16)
- Ronald McDonald House (any/all)
- Cradles to Crayons (any/all)
- Greater Chicago Food Depository (any/all)
- NUSH (any/all)
- NobleFit setup/execution
- PAWS
- Special Olympics
- Erie House
- Humble Design
- Rowe After School Tutoring/Mentoring
- Franciscan House



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Steps to Earning Individual CS Hours: Students who intend to receive credit for hours served individual and not as part of their advisory project or the Day of Service should follow the guidelines outlined below.

- **Choosing a CS site:** Students may complete their hours in **THREE** ways in order to fulfill the CS requirement:
 - Volunteer at an approved non-profit organization from Noble Street's list of approved sites,
 - Volunteer at an approved individual site
 - Participate in a field trip coordinated by Noble Street's CS program.
- **Complete the 2017-2018 Community Service Documentation Form:** These forms are located in bins mounted on the walls outside the Main Office and Room 207 and are on Noble's website. Students must fill out the community service form according to all guidelines listed on the form.
- **Submitting Forms:** Students must submit their forms within seven (7) calendar days of the service performed. Failure to submit forms by this deadline will result in the hours being rejected. Students must submit forms to the Main Office and **MUST** get it stamped by office staff. Faxed, Xeroxed, or emailed forms will be rejected.

Absences: If a student is suspended or absent from school for any reason, or receives an early dismissal, any service performed on the day(s) suspended or absent **WILL NOT** earn credit. Students absent on the Day of Service, or on the day of their advisor project, will not receive credit and will have to earn hours through the individual process outlined above.

Pre-Approved Sites: We maintain a list of Pre-Approved sites. Students who wish to perform service independently at one of these sites should call the organization, ask for the contact person and arrange a date and time for them to volunteer. A list of approved sites can be obtained from the Director of CS, your Advisor, your Dean or the Main Office. **Note: Students may not serve hours at an organization where any member of their family works.**

Site- Approval Process: Students may also serve at additional organizations that are not on the pre-approved list. In order to do this, students must obtain a Site Approval Request form from the CS director.

No-Show Policy: Any student who fails to show for a CS event will receive FOUR DEMERITS. To avoid being a no-show and earning demerits student should:

1. Notify their advisor or the CS director of the absence/cancelation 24 hours in advance of the day of service.
2. If it's less than 24 hours, the student must find a replacement and provide that student's information to the Advisor/Director of CS.
3. If either #1 or #2 is not done, 4 demerits will be issued.





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Permission Slips: For all Noble Street organized projects and events, students will be given permission slips. These slips are required for participation. Permission slips are given to students by the trip organizer. If a replacement slip is needed, students may contact the Advisor. Noble Street does not accept homemade/ handwritten notes from parents; students must have the original permission slip signed by the parent in order to go on the trip. Additionally, if a student is participating in an event for which Noble has organized transportation (bus/train, etc.) the student must use the provided transportation; Noble will not authorize students traveling in the car of another driver.

Transportation: Some service events require students to pay a transportation fee. This fee must be submitted along with the permission slip to the main office. If this fee is not submitted by the given time and date, the student may not be allowed to participate. These fees are non-refundable.



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