

# Citizenship Goal Work

## Community Service

### What is Community Service?

The second element of your citizenship goal work is community service. Community service is defined by TMA as: **“an unpaid or volunteer service that is performed for the benefit of the public or larger community.”**

### Examples of community service:

- Any TMA coordinated service trip (e.g. Kenilworth Park clean up, MLK Day of Service, etc.)
- Organizing the clothes closet at Bread for the City
- Regularly working for a teacher or staff member at TMA
- Participating in the ADL: Youth Peer Training Program

### Community service is NOT:

- Work you for which you receive ANY MONEY!
- Working for a parent at their job
- Baby-sitting siblings or doing household chores
- Mowing your neighbor's lawn

*If you have any clarifying questions about some opportunity and whether or not it qualifies as community service please ask your adviser.*

As a student at TMA you are responsible for completing a minimum number of community services each school year in order to meet promotion requirements.

Grade	Community Service Hours
9	at least 20 hours
10	at least 40 hours
11	at least 70 hours
12	at least 100 hours

Community service forms must be filled out, signed by a site supervisor and returned to Ms. Hutchinson in the main office **on or before May 19, 2015.**

New forms are located in the main office or in the Programs office 210.

Name: \_\_\_\_\_ Grade: \_\_\_\_\_  
Adviser(s): \_\_\_\_\_

## Community Service Record Keeping Chart

Check In & Date	# of Community Service Hours
Check Point #1 November 25, 2014	
Check Point #2 May 19, 2015	

My Community Service Goal for 2014-15 was \_\_\_\_\_

My total Community Service Hours from 2014-15 is \_\_\_\_\_

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***\*\*This MUST be filled out by your adviser and included in your portfolio.  
Adviser Use Only: Advisee Check-In May 19, 2015***

- Student exceeded her/his community service goal.
- Student met her/his community service goal.
- Student has **NOT** met her/his community service goal.

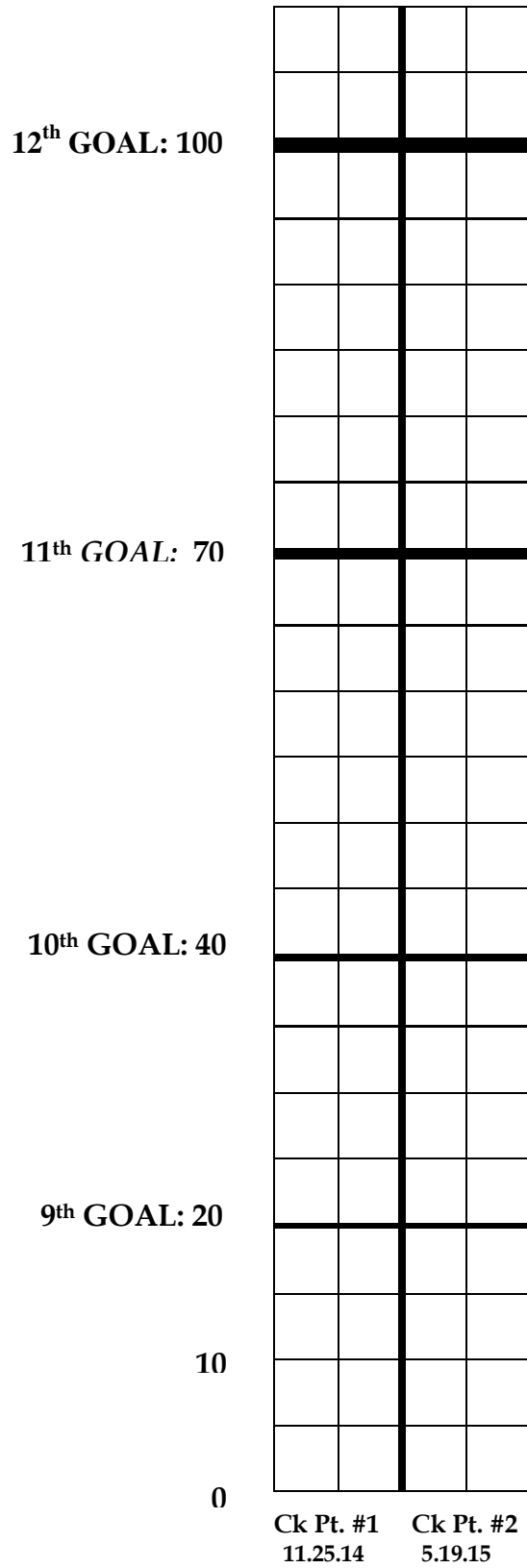


*Adviser's Review & Signature* \_\_\_\_\_

# Community Service Graph 2014-15

Directions: Graph your total community service hours as of each check point.

*\*Remember you will receive more points if your final graph is computer generated.*



# Community Service Check Point #1

## November 25, 2014

### Graphing & Reflecting Your Progress

**Step 1** Use the TMA documentation provided by your adviser to determine how many community service hours you have turned in to the system. *Save this documentation! It is required for your final portfolio.*

**Step 2** Use a colored pen or pencil to fill in your Community Service Graph with the number of the hours on the documentation. *\*If you think there is some kind of an error with your hours, you will need to see Ms. Ames in the main office AFTER CLASS.*

**Step 3** Answer the following reflection questions in the space provided and then use the Community Service Reflection Sheet to write out your reflection in paragraph form or type your reflection.

**Title:** \_\_\_\_\_  
(e.g. Community Service Check Point #1)

**Introduction:** How many hours have you accumulated? Describe the type of service you did and the organization where you did your work. Have you met your goal for the year? *(Remember complete sentences!)*

#### **Reflection & Analysis:**

If you **have met or exceeded your goal** what are two factors that helped you to reach your goal?

If you **have begun but have not met your goal**, what are opportunities are available for you to achieve your goal by the end of the year? What type of service can you see yourself doing to complete your goal?

If you **have not done any community service** what is holding you back from starting? What types or service do you think you'd be interested in? (e.g. food pantry, working with kids, community organizing, etc.) If you don't know where to begin, who can you talk to at TMA about community service opportunities?

**For Everyone:**

What are 2 skills that you have gained or can gain from participating in community service? Why are these skills important for your education?

**Conclusion:**

Why is community service important or valuable? How is community service a key component of participation in our democratic society?



# FALL Portfolio Presentation Talking Points

## Community Service

### **Objective:**

This worksheet will help you to review your entire Community Service goal work material in order to establish a list of meaningful talking points for your upcoming portfolio presentation.

**Step 1** Make sure **ALL of your community service materials** are complete! You will not be able to earn full points, nor have meaningful talking points if you have not completed the work.

**Step 2** Review your **Community Service Graph** and answer the following questions.

1. What is the first thing you notice when you look at the chart and graph? What visually stands out to your eye about your community service goal work?
  
2. What might someone be able to tell about your community service participation by just looking your graph?
  
3. What CAN'T you see about your community service goal work by just looking at your graph?

**Step 3** Read through both of your **Goal Reflection Sheets**. Then re-read them a second time and answer the following questions.

1. What skills or strengths do you mention more than once? How do you know these skills were beneficial to your success?

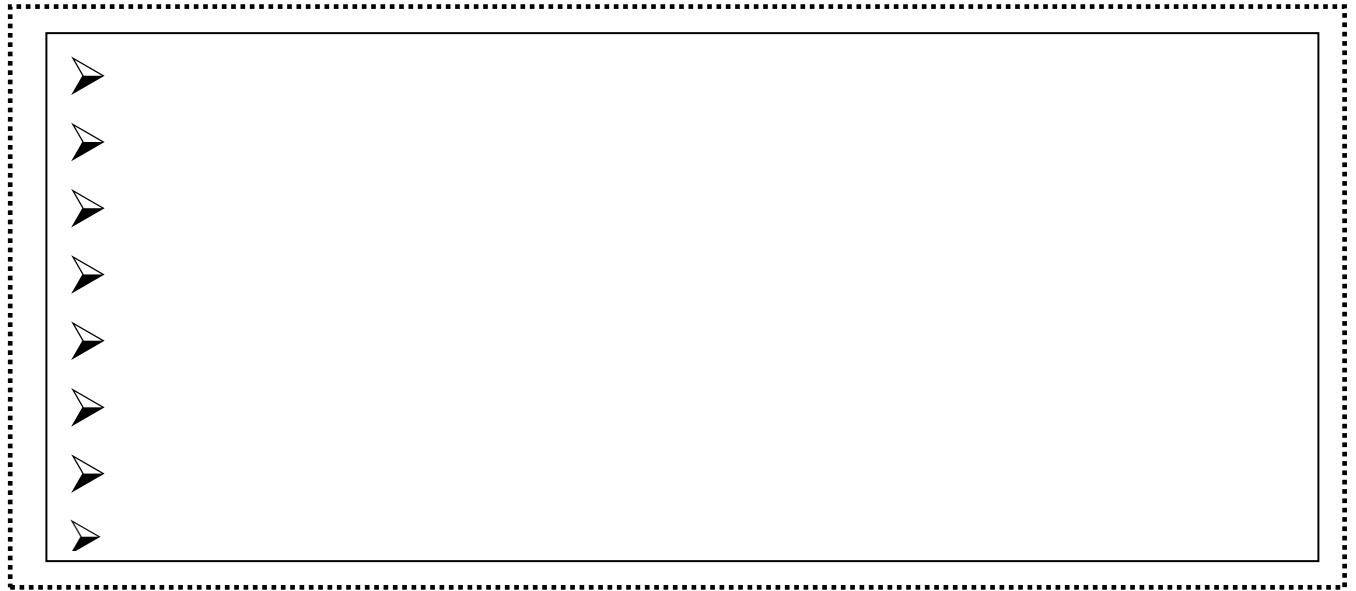
2. What specific struggles or hurdles do you mention more than once? Why were these challenges especially difficult? What can you do to minimize those challenges in the future?

**Step 4** Think back on your entire of year of community service goal work. You have accomplished an incredible amount of work. You calculated and graphed your community service work each semester, and you have completed two detailed and thoughtful reflections.

1. How has the community service goal work process been helpful for your progress as a student and a participant in the TMA community?
2. How would your performance have been different without this goal setting and reflection?
3. After completing this process what are 3 key elements that now stand out to you about community service in general?
4. How will these skills be helpful in your future?



**Step 5** Take your answers from Steps 2, 3, & 4 and write them, in order, next to the bullet points below and form the Academic Goal Work talking points:



**Step 6** Read through the order of your bullet points to someone a friend, parents, or adviser to ensure they make sense.

**Step 7** Use scissors and **cut out around the dotted line** and use your bullets as a note card for your presentation or as a rough draft to type up other note cards.

# Community Service Check Point #2

## May 19, 2015

### Graphing & Reflecting Your Progress

**Step 1** Use the TMA documentation provided by your adviser to determine how many community service hours you have turned in to the system. *Save this documentation! It is required for your final portfolio.*

**Step 2** Use a colored pen or pencil to fill in your Community Service Graph with the number of the hours on the documentation. *\*If you think there is some kind of an error with your hours, you will need to see Ms. Ames in the main office AFTER CLASS.*

**Step 3** Answer the following reflection questions in the space provided and then use the Community Service Reflection Sheet to write out your reflection in paragraph form or type your reflection.

**Title:** \_\_\_\_\_  
(e.g. Community Service Check Point #2)

**Introduction:** How many hours have you accumulated? Describe the type(s) of service you did and the organization where you did your work. Have you met your goal for the year? *(Remember complete sentences!)*

#### **Reflection & Analysis:**

If you **have met or exceeded your goal** what are two reasons why you were successful? How was having a goal helpful in completing your community service?

If you **have begun but have not met your goal** – why didn't you meet your goal? What steps have you taken to ensure you will meet your goal between now and the end of the school year?

If you **have not done any community service** why did you never start? What held you back? Besides the promotion requirement, why is it important that you complete community service each year?

**For Everyone:**

How has your understanding of community service changed or been impacted? What are two specific skills you have gained while serving? Why type(s) of community service do you enjoy the most?

**Conclusion:**

Why is community an important aspect of being a well-rounded high school student? Why is participating in community service after high school important?



# SPRING Portfolio Presentation Talking Points

## Community Service

### **Objective:**

This worksheet will help you to review your entire Community Service goal work material in order to establish a list of meaningful talking points for your upcoming portfolio presentation.

**Step 1** Make sure **ALL of your community service materials** are complete! You will not be able to earn full points, nor have meaningful talking points if you have not completed the work.

**Step 2** Review your **Community Service Graph** and answer the following questions.

4. What is the first thing you notice when you look at the chart and graph? What visually stands out to your eye about your community service goal work?
5. What might someone be able to tell about your community service participation by just looking your graph?
6. What CAN'T you see about your community service goal work by just looking at your graph?

**Step 3** Read through both of your **Goal Reflection Sheets**. Then re-read them a second time and answer the following questions.

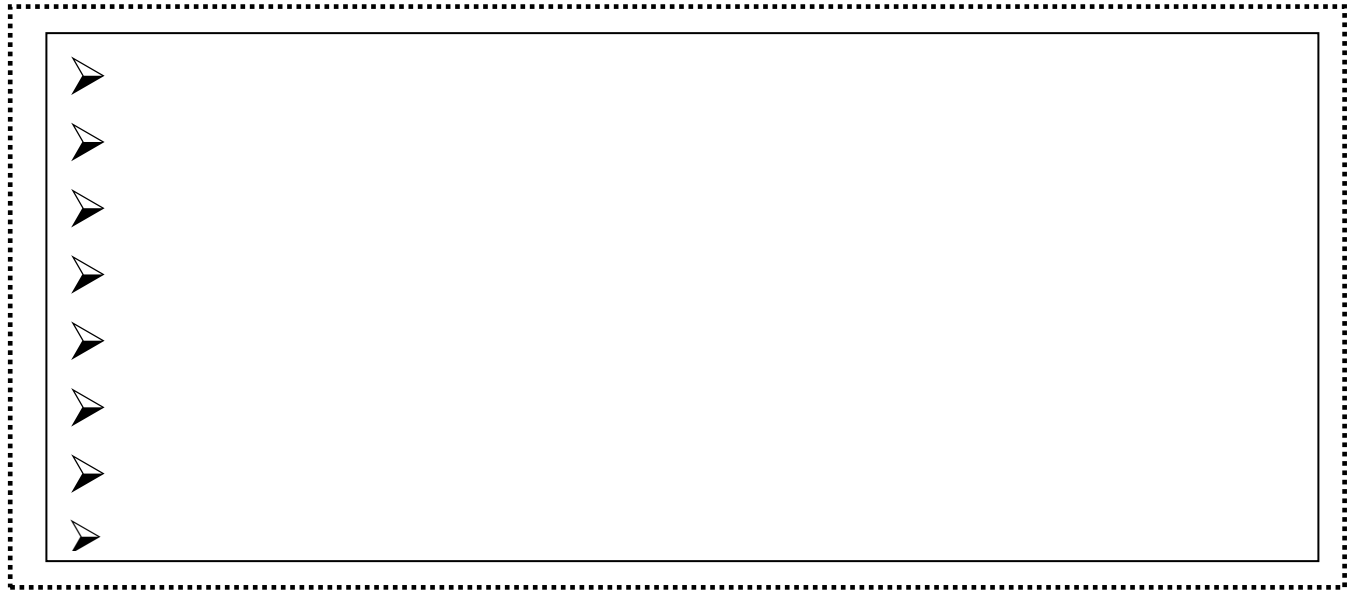
3. What skills or strengths do you mention more than once? How do you know these skills were beneficial to your success?

4. What specific struggles or hurdles do you mention more than once? Why were these challenges especially difficult? What can you do to minimize those challenges in the future?

**Step 4** Think back on your entire of year of community service goal work. You have accomplished an incredible amount of work. You calculated and graphed your community service work each semester, and you have completed two detailed and thoughtful reflections.

5. How has the community service goal work process been helpful for your progress as a student and a participant in the TMA community?
6. How would your performance have been different without this goal setting and reflection?
7. After completing this process what are 3 key elements that now stand out to you about community service in general?
8. How will these skills be helpful in your future?

**Step 5** Take your answers from Steps 2, 3, & 4 and write them, in order, next to the bullet points below and form the Academic Goal Work talking points:



**Step 6** Read through the order of your bullet points to someone a friend, parents, or adviser to ensure they make sense.

**Step 7** Use scissors and **cut out around the dotted line** and use your bullets as a note card for your presentation or as a rough draft to type up other note cards.

*Congratulations on successfully completing your  
Community Service Goal Work material for 2014-15!*