

SERVICE REQUIREMENTS

2023 – 2024

Service is one of the six pillars of Bishop Hartley, a component of evangelization as a Christian living in a secular world, and a critical facet of fine character. We cannot emphasize its Christian value enough:

You call me ‘teacher’ and ‘master’, and rightly so, for indeed I am. If I, therefore, the master and teacher, have washed your feet, you ought to wash one another’s feet. I have given you a model to follow, so that as I have done for you, you should also do. Amen, amen, I say to you, no slave is greater than his master nor any messenger greater than the one who sent him. If you understand this, blessed are you if you do it. John 13:13-17 NABRE

Key Features and Deadlines of the Service Requirements for 2023 – 2024

- Every student will perform a *minimum of 25 hours of service this school year.*
- Every student may begin service work for the 2023 – 2024 school year as early as June 1, 2023.
- The check-ins throughout the year are as follows:

<i>Service Check-In #1</i>	<i>November 14, 2023 a total of 10 hours minimum completed</i>
<i>Service Check-In #2</i>	<i>February 13, 2024 a total of 20 hours minimum completed</i>
<i>Service Check-In #3</i>	<i>April 23, 2024 a total of 25 hours minimum completed</i>

House Competition Benefits: If the entire mentor group has their hours submitted by the check in deadline, the group earns 1 point for their House. The House can earn up to 6 points per check in towards their House Cup total.

Consequences for failing to meet the service requirement for 2023 – 2024 school year:

Parent and Student notification of delinquency of hours, with the understanding that the students have until the deadlines below to complete their hours for the year. Thursdays in the Month of May, students can stay after school to work on completing their service hours for the year.

**Students who continue to be repeat offenders every year, will be taken into consideration in terms of a contract being needed to return to school.*

By May 8, 2024, any Senior who has not met his/her service requirement for the 2023 - 2024 school year will not receive his/her diploma or transcripts until service hours are complete.

By May 22, 2024, any Underclassman who has not met his/her service requirement for the 2023 - 2024 school year will not be eligible to return to Bishop Hartley the following year.

ONLINE VERIFICATION

Since the 2023 - 2024 school year, Bishop Hartley High School has been using a service platform online verification system called MobileServe.

- All students will have access to the website along with a profile and use of the free mobile app. The student's account will be created for them, and they will be taught how to log in and log their hours the first month of school.
- An approved list of organizations and service opportunities will be administered through this site for students to view and access details daily. The list of service opportunities is not limited to what is on the site.
- Students can complete hours with non-profit organizations or community/Church groups but must submit their hours through MobileServe and have them verified by the service organization.
- Hours should be verified by the leader of the service organization or the head of the committee offering the service opportunity.
- House Deans will approve hours in MobileServe once the hours have been verified by the service organization they were completed with.
- It is the *student's* responsibility to complete and submit service hours through MobileServe in a timely manner so that they are verified by the date of the service check-in. Correct email addresses are necessary for verification to be completed.
- Any student who performs service hours through Bishop Hartley or an event sponsored by Bishop Hartley will be approved by a Bishop Hartley faculty member.

*Online Verification must be completed by the check-in dates listed above.
Your House Dean will approve your hours through the online portal for MobileServe.*

WHAT CAN I DO TO EARN SERVICE HOURS?

School Service

Students may earn service hours working school-sponsored activities organized by the administration, faculty and staff, House, or N.H.S. These activities could range from serving as an Ambassador at the Open House to school projects which support community agencies like the Bishop Griffin Center. This also includes working any summer camps for Bishop Hartley sports and/or extracurricular activities. Students are also encouraged to do service at their previous grade school when appropriate.

Community Service

Students may earn service hours for work performed in conjunction with *an established community agency or organization* whose goals address the heart of Catholic teaching on social justice. All organizations *MUST BE NONPROFIT*.

Church Service

Students may earn *an unlimited* amount of service hours participating in the life of a parish or congregation in the form of being an altar server at Mass, singing in the choir/cantering, and/or serving as an usher. These hours require a year-long commitment to this ministry as dictated by your parish. Students may also earn *an unlimited* amount of service hours by working at

events sponsored by the parish or congregation, such as spaghetti dinners, festivals, and staffing the nursery during Mass.

WHAT WILL *NOT* BE ACCEPTED AS SERVICE HOURS?

Family/Friend Related Service

Performing a family/friend obligation is *NOT* considered service. Any work that is normally done for parents, or for monetary value but done for free will not be accepted for service. Examples that will *NOT* count for service include (*but are not limited to*) babysitting, raking leaves, and/or household chores.

For Profit Businesses

Students may *NOT* earn service hours working for a for-profit organization or completing a non-paid internship. Even though the student is not being paid for his/her time, it is not considered community service.

Club/Sports

Students may *NOT* earn service hours for work performed as part of membership in a club or sport where there is a monetary benefit to the organization. This includes work performed for a club team that requires a payment to play, in which the service done will compensate for the payment required.

Questions regarding service hours can be directed to the following:

Molly Hartge, House Director
Molly.Hartge@bishophartley.org

Sam Agra, Director of Campus Ministry
Sam.Agra@bishophartley.org