

Sophomore A.C.T.S. Service Hours **"A Call to Serve" 2021-2022**

"The only thing that matters is faith expressing itself through love." Gal 5:6

Dear Sophomores,

The A.C.T.S. program integrates our core Augustinian values of Truth, Unity, and Love. We are a service-oriented community. In serving God and others, students show dignity and respect due to human life. As such, the A.C.T.S. program is essential for your education at Providence and for completing your sophomore year. It is a requirement to advance to the next grade level.

Starting in April of 2021, you may begin working toward your 10 hours of Community Service. **The deadline for the completion of your hours will be Tuesday, March 22, 2022**, and at that time all required materials must be turned in. These items include all of your onsite evaluation forms—filled out and signed by the adult in charge of the service project, and your two-page reflection paper.

Please refer to the Providence website to help you with your process! Take the following steps:

- Go to the website and find the "Augustinian" link and click "ACTS Hours".
- Find the section for "Sophomores" and there you will find:
 - This Information Sheet
 - Verification/Evaluation Form (To be filled out by the adult in charge of EACH service project you have completed)
 - A.C.T.S. Reflection Paper Instructions

Following are the steps you should follow in order to have a successful year of service and a smooth completion of the A.C.T.S. requirements:

1. **Find an opportunity for service hours.** I will have some options for you throughout the year and I will inform you via your school email, the A.C.T.S Hours bulletin board in the lunchroom, and through our school announcements so please be sure to check these methods of communication!
2. **Contact me** if you uncertain about whether your hours will be acceptable. Email, send a Teams Chat, or stop by room 115.
3. **Complete the service project.**
4. **Have the printed evaluation/verification form filled out BEFORE you leave the site of the service.** It should be signed by an ADULT who supervised your service. This is a must!!!
5. **Complete all 10 service hours.**
6. **Write your two-page reflection paper and turn your all of your Verification/Evaluation Form by the due date!** Staple your paper to the back of the Evaluation Form.

Below find lists of acceptable and non-acceptable service events:

"Pre-Approved"/Acceptable:

- ❖ Service at **Providence Catholic – ONLY 5 hours** of service may come from the following service events at PCHS: Library, Dean's Office, Pre-school etc. aides and athletic camps only. (No teacher's aides will be accepted)

- ❖ Hospitals
- ❖ Animal shelters
- ❖ Homes for the elderly – Nursing Homes
- ❖ Assisted Living Facilities, e.g.: Trinity Services—Cornerstone—Victorian Village
- ❖ Facilities for the homeless
- ❖ Re-sale shops that benefit a social cause—Goodwill, Morningstar Mission, etc.
- ❖ Churches (altar server/parish fundraisers/office help/parish clean-up or landscaping)
- ❖ Religious Education teacher or assistant
- ❖ Vacation Bible School
- ❖ Grade Schools—helping with Market Day, etc.
- ❖ Coaching or working the scoring table etc., at a grade school
- ❖ Assisting in Special Olympic or other similar events
- ❖ Community Libraries
- ❖ Habitat Trip/Service Trips
- ❖ You may use hours that are completed at home for the community at large. For example, you may sew masks, write letters of thanks to healthcare workers or first responders, write letters to residents in nursing homes, help deliver meals, pack care packages, etc. The recipients of this service must be outside your family.

If you want to do something that is not on this list, please contact me before you assume it will count toward hours.

Non-acceptable sites/service events:

- “Helping” a relative (parent, grandparent, aunts/uncles, cousins).
- Pet sitting
- Working for “free” for a company that is “for-profit”/profitable for itself
- Working for “free” for your parents’ or any relative’s business or company
- Coaching an individual in his/her sport
- Volunteering for a political party or candidate
- Hours that you were assigned for “court assigned community service”
- Being a teacher’s aide during a study hall here at Providence
- Hours you are already using for NHS, A.Y.M., OR S.A.V.I.

To avoid any confusion, please contact Mrs. Potempa if you are not sure if your hours will be acceptable.

Our mission is to give students an opportunity to provide service to those in need, and by doing so we hope that all of our students will become outstanding contributors to the society in which we live. It is out of love in which we cultivate our desire to serve, and you have many gifts and talents to offer so many people. So go out and share the love of God with the world!

If you need any help or have any questions, please come see me or email me at any time!
(Room 115 or apotempa@providencecatholic.org)

Peace,
Mrs. Potempa
Soph. A.C.T.S. Director