

# Christian Service Project

## Information Included:

- CSP Guidelines
- Overview of Grade Specific Requirements
- CSP Approval Form
- Letter to Supervisor

- Students will complete a minimum of 25 hours at one social service organization each year
- Students will complete service with four different service organizations by the time they graduate SMA

“Whatever you did for one of these least brothers of mine, you did for me” Mathew 25:40

- Each Student will give a yearly CSP presentation for 10% of their second semester theology grade
- At the end of four years of service, students will give a formal presentation explaining their experience and understanding of the corporal works of mercy

## Guidelines: General Requirements

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- A minimum of 25 service hours with **ONE approved** social service organization each year
  - Unless otherwise approved, students will complete service with four different service organizations
- The location must be approved by the student's current Theology teacher and/or Mrs. Burns by September 13. (*See the Approval Form*)
  - The Approval Form is worth a homework/assignment grade for the first semester theology class.
  - If the Approval Form is not turned in by September 13, a zero will be entered in the gradebook.
  - All service hours - including those completed over the summer - must be approved PRIOR to the service being completed. Please contact Mrs. Burns for approval during the summer.
- CSP Time Logs for underclassman will be due on May 1st, 2021. CSP Time Logs for Seniors will be due on Holy Thursday.
- CSP (time log and presentation together) will be 10% of the student's second semester theology grade.
- Each student will give a yearly CSP presentation in theology class during the Spring Semester. 2019/2020 rubrics attached
  - Freshmen Year - Reflective Paper and powerpoint Presentation
  - Sophomore Year - Powerpoint presentation accompanied by video
  - Junior Year - Powerpoint presentation accompanied by interview of client/agency employee
  - Senior Year - 15 minute powerpoint presentation on the culmination of the 4 years of Christian Service with Trifold Presentation to use at Senior Banquet
- In the years that SMA offers a mission trip, this trip will fulfill the student's CSP service requirements.
  - Students who choose to go on a mission trip for the second year must take on MORE responsibilities either before, during or after the mission trip.
- If a student should require a change of agency, a separate Change of Agency Form must be acquired from their Theology teacher, filled out, and then turned in before Spring Break.
- Senior Presentations will take place on Holy Thursday each year.
- If a student fails to complete his/her service hours, students will receive an incomplete in theology and be unable to move onto the next grade level as noted in SMA's student handbook. Seniors will not receive their transcript or participate in graduation should service hours/CSP project not be completed.

## Specific Guidelines for Each Grade

<p style="text-align: center;"><u>Freshmen</u></p> <ul style="list-style-type: none"> <li>• Students will fulfill the general guidelines listed above</li> <li>• Students will give a powerpoint presentation and write a final paper in theology class which amounts to 10% of theology grade second semester. Rubric attached</li> <li>• If the hours, paper and presentation and not completed, students will not be able to move onto the next grade level and will receive an incomplete in theology as outlined in the student handbook</li> <li>• Freshmen may work with animals</li> </ul>	<p style="text-align: center;"><u>Sophomores</u></p> <ul style="list-style-type: none"> <li>• Students will fulfill the general guidelines listed above</li> <li>• If both years of service are completed at the same organization, students must demonstrate a change in project or increase of responsibility</li> <li>• Students will give a powerpoint presentation and make a video for theology class which amounts to 10% of theology grade second semester. Rubric attached.</li> <li>• If the hours, video and presentation and not completed, students will not be able to move onto the next grade level and will receive an incomplete in theology as outlined in the student handbook</li> <li>• Sophomores may work with animals</li> </ul>
<p style="text-align: center;"><u>Juniors</u></p> <ul style="list-style-type: none"> <li>• Students will fulfill the general guidelines listed above</li> <li>• Project must directly affect and serve people OUTSIDE the SMA community, preferably people who are disenfranchised in some way, affected by poverty, are lonely, have disabilities etc. If your agency does not serve these groups of people, you must seek approval from your theology teacher prior to beginning service at that agency</li> <li>• Domestic and International SMA Mission Trips are applicable to CSP</li> <li>• Team camps or other activities you are already expected to participate in cannot count for CSP (i.e. SMA sport camps over the summer, boy scout camp you are required to volunteer at for badges etc.)</li> <li>• Thrift stores, food pantries, and other agencies that do service these groups of people listed above, but in which you would not have DIRECT CLIENT CONTACT are not acceptable for Junior year CSP</li> <li>• Students will give a powerpoint presentation and interview a client who is directly benefited from the service in theology class which amounts to 10% of theology grade second semester. Rubric attached.</li> <li>• If the hours, paper and presentation and not completed, students will not be able to move onto the next grade level and will receive an incomplete in theology as outlined in the student handbook</li> </ul>	<p style="text-align: center;"><u>Seniors</u></p> <ul style="list-style-type: none"> <li>• Students will fulfill the general guidelines listed above</li> <li>• Project must directly affect and serve people OUTSIDE the SMA community, preferably people who are disenfranchised in some way, affected by poverty, are lonely, have disabilities etc. If your agency does not serve these groups of people, you must seek approval from your theology teacher prior to beginning service at that agency</li> <li>• Domestic and International SMA Mission Trips are applicable to CSP, although if a student has done that for Junior year, they must increase their responsibilities.</li> <li>• Team camps or other activities you are already expected to participate in cannot count for CSP (i.e. SMA sport camps over the summer, boy scout camp you are required to volunteer at for badges etc.)</li> <li>• Thrift stores, food pantries, and other agencies that do service these groups of people listed above, but in which you would not have DIRECT CLIENT CONTACT are not acceptable for Senior year CSP</li> <li>• Seniors formally present their CSP project covering the last four years of their service for a panel of SMA faculty and community members. Each senior will construct a trifold poster board outlining their four years of service. Rubric attached.</li> <li>• CSP amounts to 10% of theology grade second semester</li> <li>• If the hours &amp; CSP Project are not completed, students will not be able to receive their transcript and graduate</li> </ul>

St. Michael the Archangel  
CSP Approval Form

Directions: For Summer Approval, email the completed form to [jburns@smacatholic.org](mailto:jburns@smacatholic.org) before July 31st, 2019. After that date, students must complete this form and submit it to your theology teacher by Friday, September 13, 2019.

Student Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Grade Level: \_\_\_\_\_ Theology Teacher: \_\_\_\_\_

CSP Agency Name: \_\_\_\_\_

CSP Supervisor's Name \_\_\_\_\_

CSP Supervisor's Phone Number & Email: \_\_\_\_\_

1. What will your responsibilities be during your time serving at this agency?

2. What corporal and/or spiritual works of mercy will you practice while completing these service hours?

3. Explain the role of your supervisor and how they will be working with you during your project.

Supervisor

I have been contacted by the forenamed St. Michael the Archangel Student and agree to work alongside him/her as he/she helps to serve our community. We have discussed and agreed upon service responsibilities and expectations, a set number of hours (including day and time) and appropriate attire and disposition. I also acknowledge that I have read the attached letter indicated that SMA will call for hours verification in the Spring.

\_\_\_\_\_  
*Signature of Supervisor*

\_\_\_\_\_  
*Date*

Parent/Guardian

I have read the Christian Service Project Guidelines and I agree to support my child in the program.

\_\_\_\_\_  
*Signature of Parent/Guardian*

\_\_\_\_\_  
*Date*

Student

I have read and understand the Christian Service Project Guidelines and agree to the responsibilities and expectations discussed with my supervisor. I will do my best in service to others while upholding the mission of, and respectively representing, St. Michael the Archangel.

\_\_\_\_\_  
*Signature of Student*

\_\_\_\_\_  
*Date*

Where did you complete your CSP:

Freshmen Year: \_\_\_\_\_

Sophomore Year: \_\_\_\_\_

Junior Year: \_\_\_\_\_

Teacher/Director of Community Life Approval:

\_\_\_\_\_