

Senior Involvement 2017

Overview:

At St. Dom's, a major service project that all seniors are required to participate in is called Senior Involvement, which begins Thursday, April 13th and ends Tuesday, May 23rd. This is both a Religion IV and a graduation requirement. Senior involvement is a project that began the first year students attended St. Dom's. As freshmen, sophomores and juniors, students were required to volunteer a specific amount of service hours that benefited people in need within the community. Through senior year, students have become aware of a deeper understanding of the Church's mission to go out and serve others. Now is the time when they can put what they have learned and previously experienced into a more concentrated effort, volunteering at our area non-profit organizations.

Since the beginning of this year, all seniors have had the opportunity to select sites from many non-profit service organizations throughout our community. Once Ms. Pontbriand and the directors of all sites have spoken and directors have agreed to allow us to help at their organizations, seniors attend each day, for a total of 23 days, during normal working hours, reporting to their appointed supervisor.

By April 7th seniors must make arrangements and meet their supervisors once Ms. Pontbriand has made the initial call. During their meeting they will go over Involvement expectations such as dress code and an overall understanding of what they will be doing for the length of Involvement. For example, if seniors are volunteering in a school, the teacher they are helping will become their supervisor. The teacher will put together a plan of action on how the senior will be able to assist both the teacher and the students each day during their stay. Once seniors have met with their supervisors, they will have a better idea of what to expect and supervisors can see if seniors are a good fit for their site.

We hope this experience will be a valuable opportunity for both organizations and the St. Dom's community.

Please read the following set of expectations given to all seniors. If you have questions, please contact Ms. Pontbriand as soon as possible.

Senior Involvement 2017: Working from their Christian background, seniors from Saint Dominic Academy will go out into the local community to put their ideas, energy and experience into action in Central Maine. They will volunteer at various non-profit organizations to reach out and lend a hand. This is not a career project. The ultimate goal of this program is to instill within each student a sense of civic duty alongside Christ's call to serve our fellow humans.

Program: The program will start on Thursday, April 13th, and will end on Tuesday, May 23rd, for a total of 23 days of involvement. Each student must complete 5 ¾ hours of service time per day for a total one hundred and thirty-eight hours of volunteer work total, not including their 15 minute lunch break each day. This entire Involvement program also includes attending Mass and senior meetings at St. Dominic Academy once a week on Wednesdays as well as St. Dom's Trek Day on May 4th at the Auburn Campus. The volunteer times may vary according to their involvement site but the standard time is 8:00 A.M. to 2:00 P.M. each day. As stated earlier, these times include a 15 minute lunch break, which is not counted in the volunteer time unless seniors work through their lunch.

Involvement Sites: Under most circumstances, each student is allowed to choose, within certain parameters, the non-profit organization at which he or she would like to fulfill their service commitment.

Timesheets: Each student will be responsible to have their involvement site supervisor sign his or her weekly timesheets. The timesheets for the previous week of work are due during the Wednesday Senior Meetings in the library after Mass (meeting will occur even if no Mass is scheduled). Bring in time sheets each week!

Ground Rules for Seniors: The following ground rules must be observed during the involvement period:

- ❖ **You are still in school.** You are expected to be at your involvement site at 8:00 am and get dismissed at 2:00 pm, just as if you were attending school. **Make sure to sign in** at the site office before starting Involvement each day. If you miss time or day(s), you must make that time up in order to complete Involvement. Only school-related events, such as AP exam times and class field trips, are excused.
- ❖ **You represent Saint Dominic Academy in a unique way to the outside community.** As a senior, you are still in school and must embody the essence and principles of Saint Dominic Academy. You have a responsibility to ensure that your attitude and behavior are held to the highest standards of conduct.
- ❖ **Dress Code: Your dress code is the dress code of the organization where you are volunteering.** Your attire must reflect the guidelines the organization requires of all its employees. Seniors, dress appropriately at all times. No shirts with inappropriate writing, for example.
- ❖ **Seniors have a 15 minute lunch break: You must eat lunch at your involvement site.** Seniors are not allowed to leave the site to get lunch or for any other unplanned reason. Lunch is not part of your involvement time unless you volunteer through it, like eating with students and then going out to recess with them.

- ❖ **Illness: If you are calling in sick, you MUST make two calls.** First, you must call the main office and inform Ms. Pontbriand or Mrs. Gagnon in Student Services that you are not going to be in at Involvement that day. Second, you must call your involvement site supervisor, saying you will be absent that day.
- ❖ **A student who leaves their involvement site for any reason must make up that time during other involvement days.** Most likely this will involve students playing sports. For example, if you leave 30 minutes earlier on a day for practice or a game, you owe 30 minutes to your involvement. No special arrangements are to be made with the supervisor at your involvement site, unless cleared with Ms. Pontbriand.
- ❖ If make-up time extends beyond Tuesday, May 23rd, arrangements must be made with Miss Pontbriand and the Involvement site supervisor. This time may extend into the following week after graduation. Your last day will depend on the amount of time to be made up.
- ❖ **Cell phones and other electronics are not to be used during Involvement.** Texting and/or calling someone while volunteering is not allowed. If a senior needs to make an emergency call, they are to go to their main office of their Involvement site to do so.
- ❖ All Involvement sites will be called each day for attendance start times and end times. Whenever possible, Miss Pontbriand will visit the sites.
- ❖ **Each Wednesday during involvement, seniors are required to come to St. Dom's from 8:00 until 9:30 for two reasons.** One, to continue to see classmates and to inform seniors of what you are doing during your involvement. Second, to get necessary information from the school pertaining to graduation, scholarships, etc. If you forget to attend, you will be required to make up this time, even if you went to Involvement first.
- ❖ **On May 4th, seniors will come to school for the Saints Trek2gether fundraiser, a mandatory event.** Seniors will stay at school for the day, not reporting to their Involvement site after Mass and the senior meeting. Seniors will receive credit for the day. If seniors do not attend, they will have to make up the day, even if they go to their Involvement site.
- ❖ Complaints and/or concerns made by the involvement site supervisor jeopardize staying at that site and may affect your graduation. A meeting will be set up with the Involvement site supervisor to go over the concerns. If you are removed from an involvement site, you will then meet with Mrs. Wheeler and Ms. Pontbriand and be sent to another site.
- ❖ **End of Involvement Assignment: A three page typed reflection journal is required by 2 PM on Friday, May 19th.** This journal is part of the graduation requirement. Seniors will write about their experiences during Involvement. They should examine the lessons learned from their overall experience, how it relates to their perceptions of community life and the importance of service.
- ❖ **If seniors have questions and concerns about their involvement sites, they should speak to their Involvement supervisor and Miss Pontbriand as soon as possible.**

2017 April-May Calendar

The following calendar lists what will happen each day during Involvement. Except for Wednesdays and Trek Day, the regular school day runs from 8:00 to 2:00. On Wednesdays, seniors will report to St. Dom's from 8:00 to 9:30. Students will then be expected to report to their Involvement sites within 30 minutes. (Times will vary depending on travel distances.) Late arrivals and early dismissals must be made up. Seniors will have a 15-minute on-site lunch time but may work through if they choose. Students are not permitted to leave the involvement site for any reason unless arrangements have been made with their Involvement supervisor and Miss Pontbriand.

*April 13: regular day 8:00-2:00 (Excludes Mission Mississippi seniors)

*April 14: regular day 8:00-2:00 (Excludes Mission Mississippi seniors)

April 17-21: No Involvement this week: April Vacation Week

*April 24: regular day 8:00-2:00 (Excludes Mission Mississippi seniors)

*April 25: regular day 8:00-2:00 (Excludes Mission Mississippi seniors)

April 26: report to St. Dom's first; 10:00-2:00

April 27: regular day 8:00-2:00

April 28: regular day 8:00-2:00

May 1: regular day 8:00-2:00

May 2: regular day 8:00-2:00

May 3: regular day 8:00-2:00

May 4: No Involvement: Seniors report to St. Dom's Auburn Campus for the day.

May 5: regular day 8:00-2:00

May 8: regular day 8:00-2:00

May 9: regular day 8:00-2:00

May 10: report to St. Dom's first; 10:00-2:00

May 11: regular day 8:00-2:00

May 12: regular day 8:00-2:00

May 15: regular day 8:00-2:00

May 16: regular day 8:00-2:00

May 17: report to St. Dom's first; 10:00-2:00

May 18: regular day 8:00-2:00

May 19: regular day 8:00-2:00

May 22: regular day 8:00-2:00

May 23: last day of Involvement-regular day 8:00-2:00

May 24: last day for seniors who used one sick day

May 25: Baccalaureate Mass and Banquet

May 26: Graduation Day

May 30-June 2 or more: anticipated Involvement days for seniors needing to make up more time.