

# Kapaun Mt. Carmel Catholic High School

## Service Hours Requirements

(updated August 10, 2011)

### Description

The Kapaun Mt. Carmel Catholic High School service hours requirements can be met by doing any work that is truly helpful to others and for which we do not receive any material reward. To be most beneficial, works of service should help students to develop their own particular talents and challenge them to grow in virtue by going beyond their comfort zones. Also, works that give students more direct and prolonged contact with other people are more beneficial for helping students learn about the difficulties that other people face. Students should choose service opportunities that will help them grow in the virtue of their academic semester focus.

### Purpose

The requirement for service hours is designed to help students develop the virtue of stewardship, especially as it applies to gifts of time and talent. We recognized that we have been blessed with the gift of life and with our particular talents, and we want to use them for the sake of the Kingdom of God. Through out service hours, we first hope to be of real service to those communities through which God has blessed us, our families, school, parishes, and the greater community. Also, we hope to develop the talents God has given us so that we will be better able to serve His Kingdom in the future. Through our service hours, we learn more about the needs and the struggles of others and so grow in understanding and compassion. These hours also give us an opportunity to reflect on our faith in the light of real lived experiences.

### Requirements

Students are required to complete a total of 80 hours during their 4 years at KMC. Each year they should focus on the area indicated in the table below. They may work ahead, however students are required to complete the service hour category by the end of the corresponding year. Half of the hours are always due in the first semester of each year (see chart below). **No service may be granted “double hours.”**

**The service hours requirement is worth 10% of the current religion class** the student is enrolled in each semester. The 10% will be granted to the student if all the hours are met according to their grade level and semester. **If any portion of the hours are not completed by the assigned due date then the student will lose 10% of their grade.** For Seniors second semester, if all 80 hours are not completed by the due date the student will receive a failing grade until the hours are completed.

Since one of the goals of the requirement is to form a lifestyle of service, students are encouraged to complete some hours during each semester even if they have completed their 80 hours. Once any hours have been served the students are required to complete the form to **submit the hours to their current religion teacher for approval.** Students are highly encouraged to complete the form soon after doing the hours so that they can know that the service hours will be accepted.

Year	Area of Focus	1 <sup>st</sup> Semester Hours	1 <sup>st</sup> Semester Virtue	2 <sup>nd</sup> Semester Hours / Total	2 <sup>nd</sup> Semester Virtue
Freshman	Family	5	Prudence	5 / 10	Charity
Sophomore	School	7	Temperance	8 / 15	Fortitude
Junior	Parish	10	Hope	10 / 20	Faith
Senior	Community	17	Justice/Charity	18 / 35	Justice/Charity

Seniors will focus on both justice and charity throughout the year. They will focus more on charity in Christian Vocations and justice in Catholic Social Doctrine, but should consider both in their other classes and in their community service.

## Specific Guidelines

### Family

- Family hours are completed by serving anyone to whom you are biologically or legally related.
- Family service hours do not include one's ordinary household chores but must go beyond what one's parents normally expect, and may not include work done as a punishment or for which one is paid.

### School

- School hours are completed by service to the KMC community.
- School hours may not include work done in class unless approved by the Director of Pastoral Care.
- School hours do not include work done as a punishment.
- School hours may include work done as a school sponsored organization, and all organizations are encouraged to complete service projects together. Projects done with organizations are not necessarily counted toward school hours, but are counted toward the area receiving the service.
- General school fundraisers, such as the telefund and capitol campaign, count toward school service because they are of less direct benefit to the individual student. Fundraisers for school organizations do not count as these are of a more direct benefit to the students unless the fundraiser is to support someone outside the organization, such as an organization raising money for a charity. Students may count work done at a fundraiser for an organization to which they do not belong and from which they do not directly benefit. Second semester seniors who participate in fundraisers for organizations from which they will no longer benefit may seek permission from the Director of Pastoral Care to count those hours.

### Parish

- Parish hours are completed by Catholic students by service to the parish to which one is registered. For non-Catholic students, parish hours are completed by service to the congregation one normally attends. If a non-Catholic student does not normally attend any congregation, or that congregation does not offer service opportunities, the student must speak with the Director of Pastoral Care about the particular situation.
- Prayer (including time spent in adoration) does not count toward service hours.
- Since everyone is expected to participate in Sunday Mass (or, for non-Catholics, some other form of worship), participation in Mass does not count as service even if one is carrying out a specific function. What does count in these regards, is the time spent preparing and working. For example, a lector only spends a few minutes reading during Mass, so this does not count as an hour. However, the lector should spend about an hour preparing by meditating on the readings and practicing them. Those who sing in the choir would count the time spent at rehearsal, practicing on their own, and warm-up before Mass, but not the time spent during Mass itself.
- If someone attends a second Mass on a Sunday to perform a liturgical function, the entire Mass counts.
- Participating in parish classes or activities is not service, but leading classes and working at them is.
- Working at general parish fundraisers counts toward parish service, but work at fundraisers for groups from which one benefits does not count, unless those funds are used to support someone else. For example, a fundraiser to support the activities of one's own CYO does not count. One can count work at a CYO fundraiser that supports a charity or work done at a CYO fundraiser for a different parish as long as that person does not regularly participate in that parish's CYO activities, but this would be considered community service.

### Community

- Community hours are completed through service to any person our group other than one's family, parish, and KMC.
- ***Community hours that are not already in the approved list below must be approved in advance by the Director of Pastoral Care.***
- **During the semester they take Catholic Social Teaching of their senior year, each student is required to serve at the Lord's Diner with their class at least one time.** This is a class activity; other times spent at the Lord's Diner may not be substituted for a class night.
- The following sites are already approved: American Heart Association, American Red Cross, Anthony Family Shelter, Better Choice, Big Brothers/Big Sisters, Boys & Girls Club, Catholic Care Center, Catholic Charities, Catholic Heart Work Camp, Cornerstone, Cowtown, Dear Neighbor Ministries, Erin is Hope, Food for the Poor, Habitat for Humanity, Harbour House, Holy Family Camp, Kansans for Life, KS Humane Society, The Lord's Diner, Meals on Wheels, Ronald McDonald House, Sedgwick County Zoo, Special Olympics, Spiritual Life Center, Step Stone, Via Christi Hospital, Wesley Volunteen, Youthville.