

PRESIDENT'S VOLUNTEER SERVICE AWARD FORM 2015-2016 SCHOOL YEAR

The Leesville Road High School PTSA is proud to sponsor the President's Volunteer Service Award and Leesville Road High School Service Award Programs. The LRHS PTSA is a Certifying Organization for the award which recognizes individuals who have demonstrated outstanding volunteer service and civic participation over the course of a 12-month period. The Award for 2015 includes 10, 11, and 12 graders during this school year. The service time is from August 1, 2014 through July 31, 2015. These awards recognize any VOLUNTEER, NON-PAID community-based service. LRHS's guidelines for volunteer service match guidelines promoted by the PVSA. It is very important that EVERYONE carefully read the **Service Hours Guidelines** for detail information about counting volunteer service hours.

In general:

- Awards will be issued for volunteer service only, not charitable donations.
- Students cannot receive payment of any kind for their volunteer service.
- Community service activities may be school-oriented, community-oriented, or faith-based oriented.
- Volunteer service cannot be court ordered.
- Hours are limited to 9 hours on any given day.
- Activities such as participation in marching band, chorus, theater, or athletics DO NOT count towards volunteer hours as these are LRHS sponsored activities.

Awards

	Leesville's Service Award	President's Bronze Award	President's Silver Award	President's Gold Award
Teens (15 or younger as of 7/31/15)	25-49 hours	50-74 hours	75-99 hours	100+ hours
Young Adults (16 years or older)	25-99 hours	100-174 hours	175-249 hours	250 + hours

Award period: August 1, 2014 through July 31, 2015.

You may apply for this award each year of high school.

Everyone will receive an award who qualifies.

Deadline for applications will be September 25, 2015. Place applications in the front office, or you may send them through the mail to:

Leesville Road High School PTSA
8410 Pride Way
Raleigh, North Carolina 27613
ATTN: President's Service Award

The award ceremony will be in early December at the high school.

Any questions, please contact Kimberly McKnight at 919-749-2663 or email at lrhs.pvsa@gmail.com.

PRESIDENT'S VOLUNTEER SERVICE AWARD APPLICATION

PLEASE WRITE CLEARLY!

Name: _____ Parent's Email: _____

Address: _____

Phone Number: _____ Home Room Teacher: _____

Current Grade: _____ Age on 7/31/15: _____

Total Hours Served: _____

Certification: By signing this form you certify that you are a US citizen or a lawfully admitted permanent resident of the US; and, you certify that the hours listed on your Documentation of Service Hours Log are true and accurate, were performed between the dates of August 1, 2014 and July 31, 2015; and, that you followed the rules detailed in the **Service Hours Guidelines** in regard to the volunteer hours listed on your log; and, you certify that you are currently enrolled at Leesville Road High School.

Signature: _____

1. You must register online at www.presidentialserviceawards.gov and record all your hours. (See below "How to Log Your Hours for PVSA")
2. Be sure to link your account to LRHS PTSA so we can view and certify your service. The Record of Service Key for Leesville Road High School is **ZHS-16034**.
3. **Be certain your activity qualifies!** Volunteering is the practice of people working on behalf of others or a particular cause without payment for their time and services. Volunteering is generally considered an **altruistic** activity, intended to promote good or improve human quality of life. While singing in the choir, practicing an instrument, participating in sports or dancing are all worthwhile activities, their primary focus is skill development rather than being altruistic in nature and should not be submitted. Please review the **PVSA Service Hours Guidelines** for detailed examples.
4. Reasonable travel time may be included with a max of 9 hours per day.
5. Maximum allowed per day for camp counselor, mission trip, etc. is 9 hours per day. Time spent sleeping, eating, worshiping, socializing does not qualify.
6. Be sure to list a supervisor or contact person for each activity under "Benefiting Organization."
7. Print out and attach a copy of your service log.
8. Attach any records for Key Club and NHS. You may also add a copy of whatever documentation you have received.
9. Turn in your packet to the front office by **September 25, 2015**.

How to Log Your Hours for PVSA at Leesville Road High School

If you performed 100 or more service hours during the 2014-15 school year and want to participate in the Presidential Service Awards Program you must enter your hours on the PVSA website below.

1. Create an account

Go to ***www.presidentialserviceawards.gov***

Click on "Get Involved."

Click on "Volunteers."

Scroll down to the end of the page, click on "Register."

Set up your profile in the system.

Important! Enter your complete first and last names as you want it to appear on your award certificate. Remember your username is your email.

Once registered, you will see the PVSA Welcome Page.

MAKE SURE YOU CLICK on the "MY PROFILE" and then "Add" the Record of Service at the bottom of the page.

The Record of Service Key for Leesville Road High School is ZHS-16034

Entering the correct Service Key will allow us to access your records and order your proper award.

Now you are registered in the PVSA database.

2. Add your service activities and hours.

Go to ***www.presidentialserviceawards.gov***

Click on the "My Service" button.

Click on the "Add Activity" button.

You will need to enter the Activity, Focus Area, Benefiting Organization (include a contact name of a person in the organization), Date of Service, and Hours. Create a separate entry for each date. Do not record more than 9 hours on a single day.

3. Export and print out your service record.

Click on the "Export to csv" button to export your entries to an excel file. Print your entries to include with your application.

PVSA Service Hours Guidelines

What is Community Service? And What is Not?

Community Service is...

There is such a wide range of activities that qualify as community service it is difficult to produce an exhaustive list, but in general, for activities to qualify as community service they should:

- Be for the benefit of others;
- Give service to an area in need;
- Not involve payment.

Community service activities may be:

- School-oriented, community-oriented, or faith-based oriented;
- Performed outside of school hours;
- Direct (one-on-one with a person or persons) or indirect (such as a food drive).

By definition, volunteer community service refers to activities undertaken for the benefit of others for no direct or indirect financial reward or class grade.

At School:

- Performing community service for school based organizations or clubs such as NHS, SNHS, Key Club, etc which require community service as a part of their mission counts
 - Regular meeting time does not count
- Student Leadership (Student Government) service projects during non-class time count
 - Regular group meeting time does not count
- Student Government leaders, Leesville Liaisons, and other volunteer time at school events such as Pride Launch and Open House count
 - Time working a club fair to recruit members does not count
- Performing with the school's cheer/pep/dance/band/choir/theater for senior citizens and/or disadvantaged groups counts
 - Regular performances and rehearsals do not count
 - Any performances required **as part of a class** do not count
 - Any performances where admission is charged does not count
- Helping paint or build sets, sew costumes, etc. for a school play counts only for **time not required for a class**
 - Performing in the play does not count
 - Theater crew hours are limited to 25 hours **per production**
- Tutoring another student during **non-class time** counts provided it is done as part of sanctioned group (NHS, School Counselors, Youth Group)
 - Helping your friend study for a test during class does not count
 - Tutoring a sibling or relative does not count
- Helping a teacher (even if the teacher is related to student) set up their classroom for the year **during non-school time** counts
 - Helping the teacher during class does not count
- All time spent volunteering with the PTSA counts, as PTSA fundraising benefits ALL students and teachers

For Sports:

- Refereeing or coaching, and training/setup, announcing, time keeping, working concessions as a sports volunteer for a non-profit or school counts
 - Practicing, playing, and fundraising for a sport does not count
 - Any activities required for players (such as Varsity players helping at JV games) does not count
- Helping a coach (even if the coach is related to student) set up for the season during non-school time counts as long as the activity is not required

For Performing:

- Performing at a charity event, or for a disadvantaged group (disabled, senior citizens home) counts
 - Practicing/rehearsals for that performance does not count
 - Performing at school does not count
 - Performances where admission is charged do not count
- Performing/marching at a Veteran's Parade, July 4th parade, etc counts
 - School parades (such as Homecoming) do not count
 - Practicing/rehearsing for that performance does not count

At Home:

- Helping a neighbor who is elderly or handicapped with household chores counts
 - Helping anyone in your family or an able-bodied friend or neighbor with a chore does not count

At Places of Worship:

- Helping plant a garden, hand out programs outside of a building, or babysitting while parents attend the service counts
 - Singing/playing an instrument or participating in the service (or anything inside of the place of worship) does not count
- Mission trips where service is the main component and Community service projects as part of a youth group count
 - Sleeping, eating, worshipping, socializing time does not count. (Use best judgment on travel time)
- Vacation bible school, summer camps, Sunday school volunteering counts
 - Any activity **within a worship service** does not count
 - Preaching and proselytizing do not count

In the Community:

- Helping at voter registration or a polling place counts
 - Helping a candidate campaign does not count
- Volunteering to help set up, organize, hand out pamphlets, hand out water, etc. for non-profit organizations counts
- Volunteering at any non-profit charitable organizations or event counts (Examples: PTSA, Habitat for Humanity, Salvation Army, Red Cross, Goodwill Industries, Special Olympics, JDRF Walk, Relay for Life, Breast Cancer Awareness, Stop Hunger Now, etc.)
 - Volunteering at a profit-based business does not count (includes internships and job shadowing)
- Assisting a disadvantaged person with a chore (cleaning out their garage, gardening, repairing their home, etc.) counts
 - Helping a family member or any able-bodied person with a chore does not count
- Volunteering at a non-profit hospital or at a non-profit animal shelter counts
 - Working at a doctor or veterinarian's office does not count
- Volunteering at either the school library or town library count
- Service projects as part of Boy Scouts, Girl Scouts, Youth Groups, etc including Girl Scouts Bronze/Silver/Gold Awards count
 - Meetings and non-service activities do not count
 - Fundraising for the groups does not count

Misc. that does not count

- Hosting a foreign exchange student or family
- Team-building activities
- Helping family members
- Fundraising for any group where the student is a member (Baseball player fundraising for the baseball team, fundraising to cover student's costs for a mission trip, Fundraising for scouting activities does not count)
- Volunteer service(s) hours above 9 hours per day
- Any activity where the student is paid
- Any activity required for a grade in class