

June 2008

Dear Parents of Rising Freshmen:

Community service is an important part of the Highland experience as we facilitate the development of integrity, selflessness and sense of community and individual responsibility in each student. This year, the Highland School community has once again demonstrated a commitment of service to others with numerous volunteer and philanthropic initiatives benefiting local, regional, and international causes. Whether raising awareness and research funding for the Leukemia and Lymphoma Society, sharing music with special needs children at Mary's Family, or planting native trees at Verdun Adventure Bound, we have made significant positive contributions while engaging our students in meaningful service activities.

Each student in Grades 9-11 must complete a minimum of 20 hours of community service each school year, for a total of 60 before their senior year. I encourage students to get a jump start on their service hours during the summer. Community service guidelines from the Upper School handbook and a form to document hours are included with this letter. Also enclosed is a list of summer volunteer opportunities, including the **Highland Summer Camp for Community Service, July 14-18**. This camp will feature a different service experience each day and will satisfy the 20 hour requirement. I am also happy to speak with individual students to help them plan a volunteer experience that interests them.

In addition to fostering an increased sense of self-worth, providing opportunities for leadership, gaining valuable experience, learning new perspectives and making a difference in the community, **students may also be eligible for service awards given by Highland and other organizations**. Evidence of a commitment to service also reflects very positively on students during the college application process.

Should you have any questions about the volunteer opportunities, I encourage you and your child to contact me via e-mail at mcatalfamo@highlandschool.org. Thank you for your cooperation in making this community service program a meaningful and successful experience for your child.

Sincerely,

Megan Catalfamo
Director of Service Learning

Highland School Community Service Program Guidelines (Upper School Handbook)

Purpose

Highland School's community service program strives to facilitate personal growth and community awareness in all students by:

- Engaging them in meeting real community needs;
- Broadening their perspective and range of experiences;
- Developing a sense of civic responsibility, integrity and compassion, and;
- Helping them to recognize their individual strengths and leadership potential through service opportunities.

Graduation Requirement

Students in Grade 9-11* are required to complete a minimum of 20 hours of approved community service each year for a total of 60 during their Highland career. Documentation of these hours must be submitted to the Director of Experiential and Service Learning by the last day of school (or May 1 to be considered for awards.)

Consequences for Incompletion

Students who have not submitted their service hour documentation by the last day of school will be required to complete an agreement, including student and parent signature, articulating how they intend to complete their hours over the summer. Students will have their final grade report held until this agreement is returned. Students who do not adhere to the agreement and fail to complete their hours before the next school year will be suspended from leadership positions, may not participate in extracurricular activities (including sports, clubs and fine arts productions) until the requirement is satisfied, and will not be considered for service awards. Additionally, rising Seniors will not receive Senior privileges or a Highland diploma until the requirement is satisfied.

Guidelines

Students are encouraged to make the most of this requirement by choosing service activities that expose them to people, environments and experiences beyond their regular familiarity. All service hours must be completed outside of regular school time. No students may be paid or receive other compensation for their service. Please contact the Director of Service Learning with questions about the requirement.

A maximum of 10 hours annually of Highland-related service may be counted towards the annual requirement. Examples include ushering Center for the Arts events or helping in the library on weeknights and weekends, and assisting with Highland Summer Camps.

A minimum of 10 hours annually must be completed in service to the community beyond Highland.

Examples include volunteering for non-profit community agencies such as Hospice, SPCA, Habitat for Humanity, Boys and Girls Club, Fauquier Hospital Junior Volunteer Program, Therapeutic Riding, and the American Red Cross. The Upper School Key Club sponsors one or two service projects a month that are open to all Highland students. Opportunities are also posted in the daily bulletin, on the web, and are available from the Director of Experiential and Service Learning.

Church-Related Service

Effective September 2007, in the spirit of encouraging students to engage in new experiences, service that benefits the church community (for example: babysitting during church services, choir practice, serving as an acolyte) **does not qualify**. Service that is done in outreach to the greater community (for example: youth group mission trips, church choir performance for a nursing home) generally qualifies towards the requirement.

* Seniors will complete a Senior Project in place of the 20 hour community service hour requirement.

Community Service Opportunities

Saturday, June 14 9:30 – 3:30 *Mary's Family*

Volunteers are needed to assist special needs children with various craft, music and play activities.

Location: Meet at Highland, bus transportation provided by Key Club.

Contact: Megan Catalfamo, 540.878.2727

June 22 All day *CDCTA Horse Trials*

The Commonwealth Dressage and Combined Training Association's (www.CDCTA.com) nationally-recognized show requires many volunteers at Commonwealth Park in Culpeper. This is a fun way for those interested in riding to earn some community service hours.

Contact: Toni Flory, 540.937.4366

June 29 8:00 – 11:30 am *Fauquier Free Clinic 5K/10K Run at Airlie*

Volunteers are needed to assist with all aspects of this fundraising race event.

Contact: Bill Chipman, 540.347.0394

July 14-18 9:00 am – 1:00 pm *Community Service Summer Camp*

Satisfy a year's requirement of community service hours in one week! Each day we will do something new to improve our community with projects that help the environment, those in need and much more.

Contact: Megan Catalfamo, 540.878.2727

July 15 *Deadline for Free Light the Night Nationals Ticket*

This fall, Highland will form a team, Hawks for Heather, to walk in the Light the Night walk to benefit the Leukemia Lymphoma Society. Walkers who register by July 15 will receive one free ticket to the National Baseball game on July 31. To register: Visit www.lightthenight.org; Click on Register, Click Join Team; Click Team Name; type in Hawks for Heather, Click Join, and complete your information. Once you have registered, send an email to amyjo.ohearn@lls.org to claim your free Nats ticket.

August 16 *FISH School Supply Distribution*

On this day, FISH will distribute school supplies to children in the Fauquier community to ensure that every child has what they need to start the school year off right. Volunteers are needed at the distribution site. FISH expects to serve 500 children this year.

Location: Fauquier High School

Contact: Chrissy Goudeau at fishschoolsupplies@comcast.net or 540.347.3474

Throughout the summer

Bluemont Summer Concert Series

Volunteer projects in the summer include performer hospitality at concerts, committee leadership, concert site set up and clean up, welcoming guests, fundraising, promotions and poster distribution. Highland students have had a lot of fun doing this in the past.

Contact: Cristin White 703.777.6306

Bull Run Mountain Conservancy

BRMC uses research based in the Bull Run Mountains and elsewhere to offer field trips and public programs on environmental, historical, and cultural topics. Research at BRMC includes stream quality monitoring, rattlesnake population monitoring, gypsy moth egg mass counts, and an ongoing study of the vegetation communities of the Bull Run Mountains. BRMC provides stewardship to the Bull Run Mountains and manages access on the 800 acres of the Bull Run Mountains State Natural Area Preserve open to the public. BRMC has varied volunteer opportunities including board members, office assistants, weekend staff, trail workers, events, and mailings.

Contact: Michael Kieffer, 703.753.2631

Community Touch/Victory Transitional Housing

Community Touch Inc. needs volunteers to help maintain Clara's Faith House Food Pantry and Noah's Ark. We also need volunteers in many other areas. Come share your time and knowledge with our families! Community Touch is also gearing up for our **July** return visit to the Volunteer Farm in Woodstock. Our families enjoyed our previous visit in which we helped plant potatoes, onions and beans. We now look forward to going back to help harvest some of the food we planted. Food from the Volunteer Farm goes back to our area food banks.

Contact: (540) 439-0746 or (540) 439-9300.

Environmental Studies Division of the International Academy for Preventive Medicine

Environmental Studies (a division of the 501(c)(3) non-profit International Academy for Preventive Medicine) was founded in 1989 as a conservation, education and research organization located in the northern Virginia Piedmont. We conduct internationally recognized research with swans and other waterfowl, promote wildlife conservation in the Piedmont region through model conservation projects on our field station, and reach out with our education program to bridge the gap between researcher and the general public. Volunteers are needed to assist with wildlife research and data collection.

Contact: Carol Buck, 540.341.3239, www.envstudies.org

Fauquier Boys and Girls Club Summer Programs

Volunteers are needed to assist with various summer programs by working with groups of children in a variety of activities, games and field trips. Prefer volunteers ages 16 or older.

Location: Various in Fauquier County

Contact: Jon Gregory, 349.8890

Fauquier Free Clinic

The Free Clinic is a volunteer organization! Medical care, dental care, and other services are provided by people who want to help their neighbors and make this a healthy community. Help is always needed, and you don't have to be a doctor to pitch in! Clerical help, nursing or medical assistant services, dental assistants, pharmacists & pharmacy techs, everyone has something they can do to help out. Spanish speakers are especially encouraged. What a great way to use and practice what you've learned in class!

Contact: Rob Marino, Executive Director, 540.347.0394

Fauquier County Parks and Recreation

The Marshall Community Center is looking for volunteers to help with beautification projects and upcoming programs and events.

Contact: 540.364.3886

Fauquier SPCA

Volunteers are needed to help with various tasks at the animal shelter. The SPCA also has a junior volunteer program for students under age 16.

Contact: Debbie Myers, 540 788-9000 x 207 or volunteer@fauquierspca.com

Lion Club Vision Buses

Volunteers are needed to inventory donated glasses and prepare them for distribution to children in need across Virginia. Brief training is provided on how to work the machine that evaluated the prescription.

Contact: Margaret McCann, 540.341.1826

Mary's Family Respite Days

First and Second Saturdays of every month

Volunteers spend three hours playing with a child with special needs: listening to music, playing basketball, arts and crafts projects, puzzles, etc. Everything volunteers need will be supplied, even lunch! Even if you don't know how to care for a child with disabilities, you can help. We have a paid pediatric nurse with us all day. All you have to do is play and enjoy yourself. Morning volunteer sessions are 9:15 a.m. to 12:15 p.m. Afternoon sessions are from 12:00 p.m. to 3:00 p.m. Volunteers can work one or both sessions. *Highland's Key Club will volunteer every second Saturday from November to June. Any Highland student may join them.

Location: Varies, in or near Fauquier County.

Contact: Martha Toomey 540.364.4757

The Partnership for Warrenton

Volunteers are needed to help with set-up, break-down, and clean-up for various community events throughout the summer including First Fridays, Father's Day Car Show, and Fourth of July Kids and Pets Parade.

Contact: Amy Gable, 540.349.8606

Piedmont Dispute Resolution Center

This organization needs help updating their website. This is a perfect volunteer opportunity for a student with an interest in computers or web design. Hours flexible. Contact: Lawrie Parker, 540.347.6650 or lawrie.prdc@verizon.net

Sky Meadows State Park

Each Virginia State Park has volunteer opportunities that include customer service (meet, greet and provide information to customers), natural resources projects (trail maintenance, water quality testing, etc.) environmental education (canoe and kayak trips, night hikes, etc.), maintenance (carpentry, facility cleaning, plumbing, electrical work, landscaping), clerical support (record keeping, accounting, answering the phone).

Contact: 540.592.3556

Highland Summer Camp Assistants

Please note that Upper School students may apply a maximum of 10 hours in service to Highland towards the annual 20 hour requirement. The remainder must be earned in service to a community agency outside of Highland.

If you are interested in helping with a Highland summer camp, please contact the camp counselor directly to inquire whether they need help. Remember to have the camp counselor verify your service hours on the community service form.