

Roosevelt High School Community Service Program

Purpose

With a commitment to emphasize the importance of serving one's own community through volunteerism, Roosevelt High School (TRHS), in collaboration with the Roosevelt High School PTA, would like to honor student volunteers with a distinguished BLUE/SILVER CORD to be worn over the graduation robe during the commencement ceremony at the conclusion of each school year.

Guidelines to Earn Blue/Silver Cord

To earn the distinguished BLUE/SILVER CORD, students graduating 2025 and prior must complete a total of 120 community service hours, equaling at least 30 hours of service per year. Starting with the Graduating Class of 2026, students must complete a total of 160 community service hours, equaling at least 40 hours of service per year. Hours should be submitted by the last school day of the year in which service hours are completed. Additionally, Seniors must submit all required hours by May 1. Seniors who fail to submit the required hours by the deadline will not receive recognition on the graduation program or receive a certificate of completion.

Students are required to document all service activities through the form provided by Roosevelt High School – one form should be submitted for each site project. The form must be signed by the supervisor at the site of service. Forms can be submitted at any point during the year in the main office. Forms may be picked up in the Library, Counseling Center, or School Website (under the student section). Students will provide their own transportation while completing this service.

Acceptable Service Activities

BLUE/SILVER CORD hours must be for providing a *service* or meeting a clear *need* for a non-profit agency, church, school, park, charity program, fundraiser, or community event. The service should be considered “above and beyond” one’s usual scope of involvements and no more than 20% of the required hours per year can be work completed for Roosevelt High School, such as the National Honor Society. If there is a question about whether a specific volunteer experience meets the criteria for “providing a service” or “meeting a need”, students should seek prior approval from an administrator before accepting a service assignment with a particular organization.

Examples of Denied Service Activities

- performing in a musical, dance or theater groups, unless for charity benefit
- personal leadership development causes
- Camp Counselor in which free room and board provided
- Activities in which you are being paid

Silver Cord hours cannot be earned for

- a relative
- a for-profit business
- sole individuals/families

Roosevelt High School

Silver Cord Permission and Verification Form

At Roosevelt High School, we committed to the service of our community through volunteerism. Donating one's own time and passion to positively serving the community in which we live and attend school is one of the most dignified things that we can do as citizens. To honor the community service efforts of our graduating seniors, a BLUE/SILVER cord will be provided to students who have completed the required number of hours.

Please complete and return the following form to the main office. A digital form is also available online.

Complete one form for each site or project that you volunteer, with a signature from that organization's site administrator.

A reminder that seniors must have all service hours submitted by May 1st of their graduating year, no exceptions.

Student Name: _____ Year of Graduation: _____
Cell# _____ E-mail _____

Guardian

I give my permission for my student to perform community service described on this form. I hereby waive, release, and hold harmless the Des Moines Public Schools and its personnel from any liability in the unlikely event of an injury while performing this service.

Guardian Signature: _____ Telephone: _____ Date: _____

Student

Summarize the goals, purpose, and activities of the organization: _____

Describe the activities or tasks of service performed: _____

I verify that I performed the service described above.

Student Signature: _____ Date(s) of Service: _____

Community Assistance Verification

This area must be filled out in its entirety by the site supervisor. If mistakes are made, they need to be amended by the site supervisor.

Organization Name: _____ Name of Site Supervisor (Print): _____

Title of Supervisor: _____ Supervisor Phone Number: _____

Supervisor E-Mail: _____

Total Hours of Service: _____ Signature of Supervisor: _____