SERVICE LEARNING FRIDAYS
AN OVERVIEW FOR COMMUNITY PARTNERS

To give real service you must add something which cannot be bought or measured with money, and that is sincerity and integrity.

—Douglas Adams
Please report any questions or concerns about student appearance and behavior to Quest Early College High School:

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<tr>
<th>NAME</th>
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<tr>
<td>Nachelle Scott</td>
<td>Principal</td>
<td>281-641-7302</td>
<td><a href="mailto:nscott@humbleisd.net">nscott@humbleisd.net</a></td>
</tr>
<tr>
<td>Kimberly Esparza</td>
<td>Assistant Principal</td>
<td>281-641-7321</td>
<td><a href="mailto:kimberly.esparza@humbleisd.net">kimberly.esparza@humbleisd.net</a></td>
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<tr>
<td>Melyssa Burke</td>
<td>Service Learning Coordinator</td>
<td>512-809-0438</td>
<td><a href="mailto:mkburke@humbleisd.net">mkburke@humbleisd.net</a></td>
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Thank you for serving as a community partner for the Service Learning program at Quest Early College High School.

Please take a few minutes to review these slides with your staff and let us know if you have any questions.
What is Service Learning?

Service learning integrates meaningful community service with instruction and reflection.

- As a community partner, your school or organization provides our students with opportunities for meaningful community service.

- Through the activities and assignments given on campus, QECHS provides students with instruction and reflection.
Volunteer Work

Students help individuals, groups, or organizations better their program or lives in some way.

Service Learning

Students help individuals or organizations address a problem or need by creating a plan/project and then reflecting on the process and results.

Created by Daphne Henderson, ED.D
Edited by Melyssa Burke, M.ED
Service Learning Program

SL Fridays
- Elementary and middle schools in HISD
- Community and welfare outreach programs
- Retirement homes and assisted living facilities
- Animal hospitals and shelters
- Local parks and environmental organizations

Special Projects Team
- Honduras Project
- ESL Computer Classes
- Socktober Drive
- Leukemia & Lymphoma Society Fundraiser
- Empty Bowls
Past Projects Below

Student Internships
- Local hospitals and businesses
- Internship Fair

Student Leadership Development
- Service Learning Leaders
- Leadership Academy
- Teen Summit
A Student’s Day of Service

**Traditional Sites**
(Schools, Deussen, Jesse Jones, etc.)

- Depart Quest at 8:55
- Arrive at service sites and check
- Be productive in tasks and responsibilities
- Service Learning Leaders check in
- Leave for lunch around 11:30
  - Not encouraged to stay/leave early

**Internships**

- Arrive via their own transportation
- Intern from about 8 am to 12 pm (total 4 hours)
  - May volunteer additional hours if determined with community partner
  - Interns may not be paid during volunteering hours
- SL Coordinator’s Intern sends/responds to email regarding attendance of intern
Student and Site Safety

- Students must have their **QUEST ID**

- Emergency Point of Contact
  - Principal - Nachelle Scott
  - Assistant Principal - Kimberly Esparza
  - SL Coordinator - Melyssa Burke

- Service Learning Leaders

- Campus/Site Emergency Plan
  - Provide to SL Coordinator when completed

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Community Partner Guidelines

- **Volunteer Coordinators...**
  - Provide an orientation on the first day to introduce/explain to students important policies and procedures at your site, especially those regarding health and safety;
  - Assign volunteers to a specific teacher, faculty member, or employee who they can report to directly for jobs or projects;
  - Communicate site needs or concerns with Service Learning Leaders and SL Coordinator.

- **Individual Partners....**
  - Complete a short evaluation sheet once a semester and return it to the Service Learning Leader assigned to your site;
  - Engage students in discussions about your job/work so they can gain a deeper understanding of its importance and the issues that impact our community;
  - Be open to suggestions or ideas offered by our students in an effort to be reflective problem solvers.
Possible Projects/Jobs at School Sites

- Organizing or supporting drives for your school (lab materials, books, supplies, etc.)
- Creating instructional videos, multimedia presentations, or flyers
- Assisting with designing lessons/teaching
- Assisting with book displays, book talks, or student research in the Library Media Center
- Assisting teachers with preparing bulletin boards for classroom use
- Reading or reenacting stories for children
- Listening to children read
- Setting up experiments
- Helping with book fairs
- Assisting in planning and arranging service projects for classes and teachers
- Helping children by reviewing skills (vocabulary, math facts, handwriting skills, etc.)
Possible Projects/Jobs at Community Sites

- Filing and organizing materials
- Greeting and assisting customers, clients, or patients
- Creating videos, multimedia presentations, or flyers
- Assisting with meetings or presentations
- Assisting with displays around business, office, or site
- Stocking supplies
- Sorting donations
- Observing project plans or collaboration between other partners
Each student volunteer should:

● Attend regularly and remain in designated areas;
● Dress appropriately for the service site (no jeans with holes, shorts, leggings, or tights);
● Show a willingness to work and express interest in what your organization does (service sites are a “NO PHONES ZONE” for our students!);
● Accomplish work in a dependable manner under appropriate supervision;
● Show commitment to thorough and careful work;
● Remain calm and respectful when responding to others, even when criticized or corrected.
Service Learning Leaders

- Liaisons between your school/organization and Quest
- Check into sites via Quest bus or own transportation
  - Encourage participation of students
  - Monitor “No Phone Policy” and attendance
- First Day of Service
  - Introductions and Help
  - Individual Student Interest Forms
- SL Leader Folders
  - Student Placements
  - Emergency Contact Information

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Questions?
**Quest Service Learning Contact Information**

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