

# **Green Cord Information**

## **Introduction to the program:**

The Denton High School Student Council created the Green Cord Community Service Award Program patterned after the program used by Central High School's Student Council. Its purpose is to create an incentive for the Denton High School's student body to actively participate in volunteer community work and to provide a simple way for students to officially document their service hours (for scholarship applications, college entrance applications, resumes, etc.). The effectiveness of the Green Cord Program lies within the extensiveness of student involvement. This program allows students to impact the world now, one community service act at a time.

## **The Purpose of the Program**

- To give special recognition to students who have demonstrated a willingness and passion to volunteer their time in serving others.
- To encourage students to begin developing good habits in community service.
- To create communication links between the students of Denton High School and the volunteer service needs of the community

## **The Purpose of the Manual**

This manual was written for the students, clubs, organizations, administrator, and faculty of Denton High School. Its purpose is to better acquaint these groups with the Green Cord Program and to answer any questions concerning the official procedures, guidelines, and limitations of the program.

## **How the Program Works**

The Green Cord Community Service Award Program is a program which gives special recognition to students who complete 100 hours of community service work within the time frame of a single school year. Students who wish to participate must simply document their community service work on the Green Cord Community Service Documentation Forms, supplied by the Community Service Committee of the Denton High School Student Council. Once a form is completed and returned to the committee, the time documented on the sheet will be added to any previous time accumulated by the student and filed for future reference. Students who document 100 hours of community service time and return the forms by the end of the year deadline will be given special recognition of their accomplishment at the end of the year

## Definition of Community Service

True service is a giving of one's time and labor while under no obligation to do so. An act of community service, therefore, is such service performed voluntarily for the betterment of an individual or group of individuals. The Community Service Committee of the DHS Student Council will recognize all acts of this kind as valid community service activities. Certain areas of community service are considered exceptions to the normal guidelines stated above. Service rendered in affiliation with DHS will be considered acceptable service; however, a maximum of 80 hours of such service time will be tallied toward the 100-hour requirement. The remaining 20 hours must come from other sources, although all hours may come from other sources. Only true service hours count toward the program, not travel or sleep time (i.e. for a service trip, only actually hours worked are acceptable). If a question arises concerning the acceptability of an act as a valid community service, the committee members, the Student Council sponsors, and/or the designated administrator will vote objectively on the matter. The committee is not responsible for ensuring that students will understand the acceptability guidelines; students who perform service which is not acceptable will be exclusively liable for their mistake.

## Documentation of Community Service

All community service time performed by a student who wishes to participate in the program must be documented on the Green Cord Community Service Documentation Form. You will need to make copies of this form if you earn hours from more than one organization.

The Service hours must be accumulated between July 1 and April 30 of the current school year. Community Service documentation will be deemed valid only if recorded, logged, and verified within the aforementioned time frame.

To be eligible for the 100-hour Green Cord Award at the end of the school year, a student must document and return 25 hours of service by the end of the school year's first semester.

Each student is solely responsible for returning his/her own documentation forms to the Green Cord Committee. Forms which are not completed to the satisfaction of the committee will be rejected and returned.

## Tallying of Community Service Hours

Students who have logged any service time in the program will be informed of their total number of committee-verified hours at the end of the first semester and at the end of the first nine weeks of the second semester. After April 30th of the school year, the total number of valid community service hours performed by each participating student will be tallied by the committee. Any student who completes at least one hundred hours of service time will be said to have met the requirements of the Green Cord Community Service Award Program for the current year.

## Bestowal of Recognition Awards

Graduating seniors who meet the requirements of the program for the year will receive a 100-hour certificate of recognition and a green cord to be worn during the graduation ceremony. An additional cord will be attached to the green cord for each school year the recipient met the requirements of the Green Cord Community Service Award Program. Sophomores and juniors who meet the requirements of the program for the year will receive a 100-hour certificate of recognition at the Student Council awards ceremony. Students who logged any number of hours in the program but did not meet the 100-hour requirement for the year will receive a certificate which recognizes the number of hours they logged during the year.

## Summary of Green Cord Criteria/Requirements

- Minimum 100 community service hours to receive the award.
- 25 hours must be completed and documented by December 7 at 4:10 PM. No exceptions.
- All Green Cord hours must be submitted by 4:10 PM on April 30th. No exceptions.
- 80 limited hours will be awarded for programs in affiliation with Denton High School.
- 20 of the 100 hundred hours must be performed for an organization NOT affiliated with DHS, however all hours may be earned in this manner.
- Any class you receive a grade for will not count for Green Cord hours unless you do not receive a grade for your service. (PALS, etc, will not count for Green Cord hours). You MAY NOT count any hours completed DURING the school day.
- You may count NHS hours toward your green cord.
- No signature will be valid unless it is that of the program sponsor/director and has a phone number where they may be contacted.
- No volunteer hours can be earned while attending local church worship services.
- Volunteer hours done for court-appointed community service will not be accepted.
- No volunteer hours can be earned during club meetings.
- No form of fundraising will be counted for your Green Cord hours.
- Volunteer hours will NOT be carried over from year to year.
- The cost of the green cord is \$5, and checks can be made payable to DHS Student Council. Cords will be available in May after your hours have been verified, and are yours to keep after graduation.