

# Spring ISD Dedicated Service Graduate Program Frequently Asked Questions



Helping

Others

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## 1. What is the goal of the DSG Program?

Instilled with an interest in volunteerism, it is our goal that Spring ISD students serve in their community while in high school and throughout their lives. This involvement will positively impact our communities and citizens as we believe volunteerism equals success!

## 2. How do I sign up to be a part of the Dedicated Service Graduate Program?

**New DSG Candidates** will need to go to the Spring ISD web site at: <http://www.springisd.org/>, then click (1) Departments and (2) Dedicated Service Graduate.

Submit your application to your campus contact person. The campus contacts include:

Melanie Bailey- Dekaney High School (281-891-7345), [melanieb@springisd.org](mailto:melanieb@springisd.org)

Kristine Guidry - Early College High School (281-891-6882), [ksalinas@springisd.org](mailto:ksalinas@springisd.org)

Adrienne Thomas- Spring High School (281-891-6577), [athoma3@springisd.org](mailto:athoma3@springisd.org)

Dr. Clara Lauderdale- Westfield High School (281-891-7150), [clauderd@springisd.org](mailto:clauderd@springisd.org)

Dr. Sherrie Mason- Wunsche High School (281-891-6656), [smason@springisd.org](mailto:smason@springisd.org)

In order to participate in this program, you must have an application on file with your campus DSG contact person. Students are ineligible for credit recognition until this form is received.

**Returning DSG Candidates** do not need to enroll each year. Student records are maintained at the campus of initial enrollment until graduation. If a student moves to another high school campus within the Spring Independent School District, he/she must contact the campus DSG contact person for their new school in order to request a transfer of DSG records.

## 3. How many hours do I have to have to graduate as a Dedicated Service Graduate Student?

The Dedicated Service Graduate honor will be awarded to students for their completion of 120 hours of unpaid service throughout his/her four years of high school. Those hours must be earned as follows:

- A minimum of 40 out of the 120 hours must be given in service at a Spring ISD school (All 120 hours could be earned in service to the school district.)
- Up to 80 of the required 120 hours can be earned in service to the community.
- Students are encouraged to earn hours that exceed the minimum requirement

## 4. What is a Service Verification Packet?

A Service Verification Packet consists of:

- Individual Service Verification Forms that have been completed by the student and signed by the site coordinator from each individual volunteer activity.
- A Service Summary Document which lists the volunteer event, date, and total number of hours, by category. This form should capture the information from each of the individual

## Service Verification Forms.

Both of these forms are available on the Spring ISD web page by going to [www.springisd.org](http://www.springisd.org) and selecting (1) Departments and (2) Dedicated Service Graduate. Once on the DSG link, select the form entitled Service Verification Form or Service Summary Document. You can also get the forms on your high school web page.

### 5. Where and when do I turn in the Service Verification Packet?

Students are to turn in their completed Service Verification Packets to the campus DSG contact person located on their high school campus. **All students are required to make a copy of their entire packet before submitting it, The packet will not be returned once it has been turned in to the campus DSG contact person.** In the event that a discrepancy exists between the number of hours the DSG student says that they have performed and the records kept by Spring ISD, the student's copy of their Service Verification Packet must be provided. **No adjustments to the official records will be made unless the student can provide a duplicate copy of their entire Service Verification Packet!**

**\*\*\*ALL SERVICE VERIFICATION PACKETS MUST BE TURNED IN TO THE APPROPRIATE CAMPUS DSG CONTACT PERSON BY APRIL 1 OF EACH SCHOOL YEAR.**  
**IF APRIL 1<sup>ST</sup> FALLS ON A SATURDAY OR SUNDAY, THE PACKETS ARE DUE THE FOLLOWING MONDAY.**

### 6. What are the incentives to becoming a DSG?

Seniors graduating as a DSG will receive the following:

- A special cord distinguishing them as a DSG graduate, which they will be given to wear during graduation and keep thereafter
- Recognition as a group during the graduation ceremony by being asked to stand as the total number of service hours performed by that graduating class are announced
- Commendations for job resumes and college applications

### 7. What types of service count towards the DSG Program?

Students may earn hours from a combination of service to the:

- School District
- Community
- Church

The following types of service count:

#### EXAMPLES OF SERVICE TO SCHOOL:

- Mentoring or tutoring students at any Spring ISD school
- Decorating for school dances
- Helping with Health Fairs, School Carnivals, PTO Open Houses, Meet the Teacher

Nights

- Assisting with student orientation and packets
- Setting up before school functions
- Straightening up after school functions

EXAMPLES OF SERVICE TO COMMUNITY:

- Volunteering at civic centers, retirement facilities, hospitals
- Organize/volunteer at food and clothing drives
- Organize/volunteer at litter clean-up campaigns
- Volunteering at Habitat for Humanity
- Volunteering at a senior citizen facility
- Volunteering at a public library
- Volunteering at a local food pantry
- Volunteering at a church Vacation Bible School
- Church cleanings
- Volunteering on church mission trips (up to 12 hours a day)

**8. What type of service is not acceptable?**

Examples of Unacceptable Service:

- Making money for personal gain during service
- Babysitting for neighbor, relative or friend
- Doing chores for a neighbor, friend, or relative (i.e. mowing lawns, cleaning house)
- Pet sitting for neighbors
- Attending pep rallies, parades,
- Time spent participating in activities or fundraisers for clubs
- Assisting in a privately owned company (i.e. teaching lessons for dancing schools, filing papers for business offices)
- Related to a for-profit business
- Benefits a student's relative
- Tasks assigned as part of a class requirement (i.e., band camps, festivals)
- Required time spent in sports, drama, band, dance, debate, etc.

**Play it safe...if you are unsure as to whether your volunteer hours will be accepted, check with your campus DSG contact person before you perform a service!**

**9. If I am new to Spring ISD, do I have to make up the hours as explained above?**

Yes, new students to Spring ISD must earn hours complete the same number of hours as required for their graduating class by April 1<sup>st</sup> of their senior year.

**10. How do I stay informed about ways to serve Spring ISD schools and my community?**

Go to the DSG area in the career center and look for service opportunities that might be available. Feel free to find and participate in other volunteer opportunities as long as they meet the criteria outlined in questions 7 and 8 above.

**11. What if I already have hours of community service? Can I count these hours towards my DSG hours?**

Once you turn in your completed DSG Application Form, you may count any qualified community service hours from that date forward. You can not count any community service hours prior to joining the program and turning in your registration form.

EXAMPLE:            November 1<sup>st</sup>:            Volunteer at a Food Pantry for 4 hours  
                         November 2<sup>nd</sup>:            Turn in my DSG Application Form  
                         November 3<sup>rd</sup>:            Volunteer at a Food Pantry for 2 more hours

In the above example, the student earns 2 hours towards community service for the DSG program. When completing college applications and scholarship applications, students are encouraged to include all of their community service hours (including those prior to joining DSG). However, for the DSG program, you may only include those community service hours earned after turning in your DSG Application Form.

**12. What if I want to join over the summer? Can I earn hours over the summer?**

You may begin accruing hours over the summer, but your application must be taken to your campus DSG contact person before hours are collected. Incoming freshmen from a Spring ISD middle school must submit the Application Program form within one week following DSG Week in order for summer hours to count.

**13. What if I sign up to volunteer and I get sick the morning of the event?**

You need to call the Site Coordinator for that event the night before or the morning of and let them know. If you do not show up to an event that you committed to, you are taking volunteer opportunities from another student as well as not fulfilling your responsibility to the event coordinator and its constituents.

**14. Do I get credit for the time it takes me to travel to and from the event/Can I count the exact minutes I serve? How is time awarded?**

No, only time you serve at the assigned event/ Time is based on half hour increments.

**15. How do I document my hours if I often volunteer at the same place?**

The student should keep a running log on the back of the Verification Sheet with the accurate volunteer information.