



Laptop Community Service



Eight hours of Community Service may be performed instead of paying for the insurance deductible. Community Service must be performed for one of the churches serving Wyandotte County or an organization associated with the United Way. The organization must be on the list in order for the service to be accepted. A complete list can be found on the district website <http://kckps.org/tis>. Organizations that would like to be included on the list can contact Alan King at the Education Center 627-4999. Community Service for the 2009-2010 school year must take place after June 1, 2009. Community Service may also be used to cover the deductible for any damage. Community service performed for this purpose cannot be used for another purpose such as required service hours for a church or a class. All community service must be completed before receiving a laptop.

Suggestions for questions when calling agencies, churches or programs

- **It is very important that you keep your commitment to the agency you select...be on time...follow the guidelines or rules that are established. Once the agency schedules you to volunteer, they depend on you to be there and do the task assigned.**
- Introduce yourself, state your age and the reason you are calling
- Ask to talk to someone who places volunteers...
- Sample: *"Hello, My name is _____, I am ___ years old and I am interested in doing some school required community service hours with your agency. May I please talk to the person in charge of volunteers"*
- Because of your age, you do need to ask if you must bring an adult with you.
- Once you find out if you must bring an adult, you need to let the person know what times you have available...Wednesday afternoons are usually good for most students since schools dismiss early...does the agency have needs during your available times.
- Always check to see if you need to have an interview or to go through a screening process...you may need references.
- Once you have a community service opportunity lined up you need to ask about the dress code, what time to be at the agency and if there is any training required before you start.
- Other questions to ask once you begin your community service...who do you call if you are going to be late or are sick...where do you put your coat or book bag...is it permissible to bring your lunch or snack depending on the hours you volunteer.
- Know who you are to report to when you arrive and where and if you need to sign in. Most programs have a sign-in sheet for volunteers.
- Be sure to ask questions if you are not sure of what to do and find out who that person is you should ask questions of.