



Office of High School Programs · 125 South Clark Street, 9th Floor · Chicago, Illinois 60603
Telephone 773/553-3540 · FAX 773/553-2148

Donald R. Pittman
Chief Officer

Dr. Edward Klunk
Deputy Chief Officer

Dr. Yolanda Wallace
Deputy Chief Officer

MEMORANDUM

To: Service Learning Coaches
cc: High School Principals
From: Jon Schmidt
Subject: Service Learning Hours
Date: November 21, 2003

It has been brought to my attention that several schools are offering Service Learning equivalency hours for such things as bringing in cans of food for a food drive. It has never been accepted practice within the Service Learning Initiative to give equivalency hours. Students have to provide one hour of real time service in order to get one hour of service. The only way that students can earn hours for participating in a food drive is if they participate in the planning, organization, and implementation of a food or clothing drive. Such an activity must have adequate preparation, real time service, and reflection. For example, an social studies teacher addressing the problem of poverty or hunger during the Great Depression or an economics teacher teaching principles of distribution of resources may want to incorporate a school-wide food drive as a service project. In this case, students participating in the class and working on the project can earn service hours by organizing the drive at the school. Students who bring in cans of food are encouraged to continue to contribute to the drive, but they cannot earn service hours.

If you have any questions about these guidelines, please contact me at 3-3425 or by e-mail at jjschmidt@cps.k12.il.us.

Approved:

Donald R. Pittman

Dr. Barbara Eason-Watkins