City Honors School recognizes the importance of engaging students with learning throughout their experience at the school, including the final months of their senior year. In addition, both the International Baccalaureate Program and the faculty of the school put a strong emphasis on service to one’s community. With these principles in mind, CHS will once again offer senior year students an additional opportunity for both service and learning through out-of-school experiences following the culmination of IB and AP examinations. Students in strong academic and citizenship standing, will be offered an opportunity to participate in this program.*

*In accordance with State and BPS attendance policies, students who are not enrolled in the Service Learning Initiative are expected to attend all classes until the conclusion of the school year. Failure to attend school on a daily basis at any time of the year hurts aid to BPS schools and often triggers a hearing by the BPS attendance office. Previous admission to collegiate programs, grants, and scholarships can be revoked by these institutions based on attendance and tardy records City Honors is required to distribute at the end of a student’s senior year.

Essential Features of The Initiative:

• So that underclassmen and seniors can prepare for end-of-year examinations, senior privileges at City Honors end when AP/IB exams begin. The final day of senior privileges is Thursday, April 27, 2017.
• SLI Experiences will take place at not-for-profit community agencies, government offices or educational institutions.
• The SLI program is voluntary and unpaid. Students are not allowed to accept payment or other compensation.
• SLI Experiences will begin Friday, May 12, 2017 and end Monday, June 12, 2017.
• Applications to participate in an SLI Experience must be submitted to Mr. Howson in Room 219 no later than Friday, April 7, 2017. Applications submitted after this date may not be considered. (Applications submitted well before this date will have a better chance of obtaining SLI Experiences that align with student areas of interest.)
• A committee of faculty members and administration will review all applications for the SLI program to determine whether a student qualifies.
• Seniors enrolled in the program will be relieved of the requirement to attend their IB and AP courses, with teacher consent, for the duration of their SLI Experience – once the exams in those classes are over. They may also be relieved of the requirement to attend non-IB/AP courses if they are in strong standing in these courses and with teacher consent.
• Students in the program will work during school hours for a minimum of four hours a day.
• Daily attendance credit will be received for attending the SLI Experience.
• Students are encouraged to secure their own SLI Experience and submit this arrangement for approval to the application committee or students may request that the committee find one for them in an area of interest.
• Senior teachers serving on the Service-Learning Initiative Committee will serve as “SLI Experience Monitors,” each taking a caseload of students enrolled in the program and will make regular phone calls, and in some cases site visits, in order to verify that students are attending on a daily basis and meeting the needs of their SLI Experience sites.

There are a number of important boundaries that are a part of the initiative. They are critical for it to function as a legitimate exercise in service learning and to operate within attendance policy requirements. Students who do not believe they can work within these restrictions are asked not to consider this opportunity.
Special Restrictions Include:

- Hours of service learning must be completed between 8:00am and 4:00pm each day school is in session. (Any exceptions to restriction must be requested via the application for the program.)

- A maximum of three SLI Experiences will be granted within the City Honors school building assisting faculty or administrators with special initiatives. It is the strong preference of the committee that all students consider experiences outside of the CHS community in order to gain new experience and provide service to the greater Buffalo community.

- A student must continue to attend any course for which the instructor has not granted release time.

- Even in courses that a teacher agrees to waive the daily attendance requirement, the teacher may stipulate that seniors complete various content related assignments or projects to fulfill their academic requirements for the last month of school.

- All students enrolled in IB and AP courses must obtain teacher approval and MUST CONTINUE TO ATTEND those courses UNTIL THE EXAM takes place.

- Students taking courses that end with Regents exams must continue to attend these courses, unless other arrangements are made with the teacher.

- Two unexcused absences from an SLI Experience or a report of any conduct or work ethic unbecoming a CHS student during the SLI Experience will immediately result in the revocation of a student’s participation in the program and require that a student return to attending each class of the day.

- Students will be provided with attendance ledgers that must be accurately recorded and signed by the supervisor at the SLI Experience site.

- Students MAY NOT use a part-time job or supplement other paid employment for the Senior Service Learning Initiative at City Honors School.

- Students must agree to dress in a fashion that is appropriate to the setting of the SLI Experience.

- Upon completion of the SLI on June 12th, all students must complete an experience reflection survey. Their signed time log and survey is due to Mr. Howson by Friday, June 16th. There will be a hold on commencement activities for all students who fail to submit both forms by Friday, June 16th.

- No student who is in need of a course to pass for graduation or is not in strong standing in that course should apply to be relieved of that course as a part of this program.

- Transportation to and from SLI sites is the responsibility of the student. However, if the student utilizes a metro-bus pass, the school will provide a work-study pass in exchange for the student’s regular bus pass.

- The application committee encourages all students to make their SLI a new experience and to put themselves in positions where they will have to utilize social and diplomatic skills. Therefore, working for parents and relatives is strongly discouraged and rarely approved. The application committee reserves the right to decline such requests. Any such applications should include a rationalization for the committee.

- You may not start your SLI Experience until you are informed that it has been approved.

- Parental approval and signature must be obtained to participate in this program. Parents and students must agree to indemnify and save harmless the Buffalo Board of Education (“Board”) from and against all loss and damage, claims and demands, costs and charges, including attorney’s fees, for injuries to persons or damage to property, or other causes that may arise or accrue as a result of participation in this program. No parent should consent to his/her child’s participation in this program if he/she does not feel comfortable indemnifying the Board from and against any and all liability arising out of such participation.
CITY HONORS SCHOOL
Senior Year Service Learning Initiative

APPLICATION DUE APRIL 7, 2017

• Name: ________________________________________________ HR: _______
  First                                     Last

• Address: ________________________________________________ Home Phone: __________
  ________________________________________________ Alt #1: ________________
  ________________________________________________ Email: __________________

Student Schedule Information and Teacher Signature Consenting Participation

<table>
<thead>
<tr>
<th>Period</th>
<th>Course Title and date of AP/IB exam (must attend class until that date):</th>
<th>Current Standing in Course/Instructor Restrictions/Requirements</th>
<th>Teacher Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
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<td>8</td>
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<tr>
<td>Other:</td>
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</tbody>
</table>

• Have you obtained your own SLI Experience for this program? YES NO

• If so, please name and describe the agency/organization: ____________________________________________________________
  ____________________________________________________________
  ____________________________________________________________

• What will you be doing for them?: ____________________________________________________________
  ____________________________________________________________
  ____________________________________________________________
  ____________________________________________________________

• If this is a current job, please list the added unpaid responsibilities or leadership role you will be taking:
  ____________________________________________________________
  ____________________________________________________________
  ____________________________________________________________
  ____________________________________________________________

• Do you need to use Metro bus transportation to get to and from your experience site? YES NO
  (a special pass will be distributed to you if your experience is approved)

• Are there any special requests or conditions of your experience of which you would like to make the committee aware?:
  ____________________________________________________________
  ____________________________________________________________
  ____________________________________________________________
• Please list the name, title, contact phone number, and signature of the person who will be supervising you in your SLI work.

Name: ______________________ Phone #:____________________
Title:___________________________________________ Email: _______________________ 

I have carefully read the attached pages related to the CHS Senior Year Service Learning Initiative entitled PHILOSOPHY, FEATURES, and RESTRICTIONS and have agreed to provide the above named student with a minimum of four hours of SLI work each school day from May 12, 2017 to June 12, 2017.

Signature of SLI Site Supervisor

• If you have not secured your own SLI Experience and would like the committee to find one for you, please rank to type of agency/organization you are most interested in working for and describe at the right your ideal experience site:

<table>
<thead>
<tr>
<th>Type of Site</th>
<th>Rank</th>
<th>Description of your ideal SLI Experience (within reason please…)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical Facility</td>
<td></td>
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<tr>
<td>K-12 School</td>
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<tr>
<td>Media</td>
<td></td>
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<tr>
<td>Government/Politician</td>
<td></td>
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<tr>
<td>Business</td>
<td></td>
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<tr>
<td>Community Development</td>
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<tr>
<td>Community Activism</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Historic Preservation</td>
<td></td>
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<tr>
<td>Arts</td>
<td></td>
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<tr>
<td>University/College</td>
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<td></td>
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<tr>
<td>Environmental</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

• Parent and Student Signatures:
I have read the attached pages related to the CHS Senior Year Service Learning Initiative entitled PHILOSOPHY, FEATURES, and RESTRICTIONS and give my child permission to participate in this program. I understand that I will be indemnifying the Board from and against any and all liability arising out of such participation. I understand I am also accepting all liability for my child’s welfare, safety, and behavior during the program. No parent should provide consent to participate in this program if they do not feel comfortable with their child participating.

___________________________________________________
Parent Signature

Daytime Phone(s)
I have read the attached pages related to the CHS Senior Year Service Learning Initiative entitled PHILOSOPHY, FEATURES, and RESTRICTIONS and will comply with all stipulations of this program. I understand that failure to do so jeopardizes my participation in commencement activities at City Honors School.

__________________________________________________
Student Signature

Questions? Contact Mr. Howson at jhowson@buffaloschools.org or Mrs Banas at ebanas@buffaloschools.org.
SLI: AT A GLANCE

- All paperwork is due to Mr. Howson by **Monday, April 7, 2017**.

- If you are not in good standing in a number of classes, you will not be able to participate in SLI and will be required to continue to come to school and attend all classes until Regents exams begin on **Tuesday, June 13, 2017**.

- A teacher has every right to NOT SIGN OFF on your paperwork if you are not in good standing in his/her class. In this case, depending on your schedule, you may be able to continue to attend that class AND also participate in SLI.

- If your teacher signs your paperwork and adds conditions that you agree to regarding work owed, extra assignments, and/or projects, then it is expected you will follow through on that agreement. If you do not, you will be pulled from SLI.

- Part-time jobs MAY be used for SLI with prior approval IF a senior is given significant additional leadership responsibilities beyond what he/she normally does at his/her place of employment.

- You will receive a notice in homeroom after spring break on the status of your SLI experience. For those of you who propose his/her own placement, you will be told if it was approved or not. For those of you who asked the committee to find you a placement, you will be notified where you have been placed.

- **The last day of senior privileges is Thursday, April 27, 2017. After that date, seniors must attend all study halls for the entire period and stay in lunch.**

- Time logs and reflection sheets will be handed out at our final senior meeting.

- **You are expected to come to school and attend all classes, when not in an IB/AP exam, until SLI starts on Friday, May 12, 2017.**

- If you have an AP/IB exam AFTER **Friday, May 12, 2017**, you MUST attend the class for that exam until the exam is given.

- **SLI begins on Friday, May 12, 2017 and ends Monday, June 12, 2017. You are expected to participate every school day, for a minimum of four hours a day during the hours of 8 am and 4 pm. If you have an exam on one of these days, you must inform your SLI site and make up that time. If you have an exam that is less than three (3) hours in length, you are expected to also participate in SLI that day.**

- NFTA “passes” will be available to those who request them on their SLI paperwork. They will be distributed in May, before SLI begins.

- A time log signed by your SLI site supervisor and your reflection are **due to Mr. Howson by 2:30 pm on Friday, June 16, 2017.**

- Failure to turn in a time log AND reflection sheet will result in the delay of the senior receiving their diploma packet until those item are returned.
We strongly encourage students to find their own placements with organizations that meet the requirements of the SLI program. This is the only way a student can really guarantee a placement he/she knows he/she would like.

However, there are several organizations with which CHS has a long-standing relationship. **If you are interested in working with one of the groups listed below, please do NOT contact them directly.** Simply indicate on your application where you would like to be placed (be sure to write down alternate choices). Please note these are not the only organizations where we can place students, it is just those that have taken multiple students over the years.

Mr. Howson will keep track of when applications are turned in to him and placements arranged by City Honors will be made based the student request and application return time.

### Organizations with SLI Experiences set-up by City Honors (do not contact directly)

<table>
<thead>
<tr>
<th>Name</th>
<th>Number of Openings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jewish Community Center</td>
<td>7 or 8</td>
</tr>
<tr>
<td>Makowski School #99</td>
<td>10+</td>
</tr>
<tr>
<td>Pelion Garden</td>
<td>3 or 4</td>
</tr>
<tr>
<td>SABAH</td>
<td>7</td>
</tr>
<tr>
<td>UB Engineering (Nanosat Project)</td>
<td>3</td>
</tr>
<tr>
<td>Erin Basin Marina/City of Buffalo</td>
<td>2 or 3</td>
</tr>
</tbody>
</table>
SLI Leads

“I’m calling/emailing about the annual City Honors Senior Service Learning Initiative. Elissa Banas gave me your contact information and said that you had taken our students in the past. I was wondering if you were interested in taking one or more seniors this year. SLI runs from Friday, May 13th through Monday, June 12th.”

<table>
<thead>
<tr>
<th>Location</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beaver Island State Park (2)</td>
<td>Maureen Curry: 837-6514 (Dave Curry’s wife – talk to Dave)</td>
</tr>
<tr>
<td>City of Buffalo Planning (1)</td>
<td>Chris Hawley: 984-5664 or <a href="mailto:chawley@city-buffalo.com">chawley@city-buffalo.com</a></td>
</tr>
<tr>
<td>International Institute (2)</td>
<td>Jessica Tufte: 883-1900x330 or <a href="mailto:volunteers@iibuff.org">volunteers@iibuff.org</a></td>
</tr>
<tr>
<td>JCC (7 or 8)</td>
<td>Barbara Reden: <a href="mailto:barbarareden@jccbuffalo.org">barbarareden@jccbuffalo.org</a></td>
</tr>
<tr>
<td>Makowski (7 or 8)</td>
<td>Lisa Giese: <a href="mailto:ecgiese@buffaloschools.org">ecgiese@buffaloschools.org</a></td>
</tr>
<tr>
<td>Pelion (3 or 4)</td>
<td>Caesandra Seawell: 716-803-5566,</td>
</tr>
<tr>
<td>SABAH (7) at Riverside Rink</td>
<td>Keara Vacanti: 362-9600x18; <a href="mailto:kvacanti@sabahinc.org">kvacanti@sabahinc.org</a></td>
</tr>
<tr>
<td>The Foundry (5)</td>
<td>Michael Gainer: <a href="mailto:reuseaction@gmail.com">reuseaction@gmail.com</a></td>
</tr>
<tr>
<td>UB Engineering (3)</td>
<td>Andrew Dianetti: <a href="mailto:andrewdianetti@gmail.com">andrewdianetti@gmail.com</a></td>
</tr>
<tr>
<td>Sam Hoyt/Empire State Development (1)</td>
<td>Karen Mahony: <a href="mailto:kmahony@esd.ny.gov">kmahony@esd.ny.gov</a> or 845-8250</td>
</tr>
</tbody>
</table>