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# North Carolina K-12 School-Based Learn and Serve America Program

North Carolina State Board of Education

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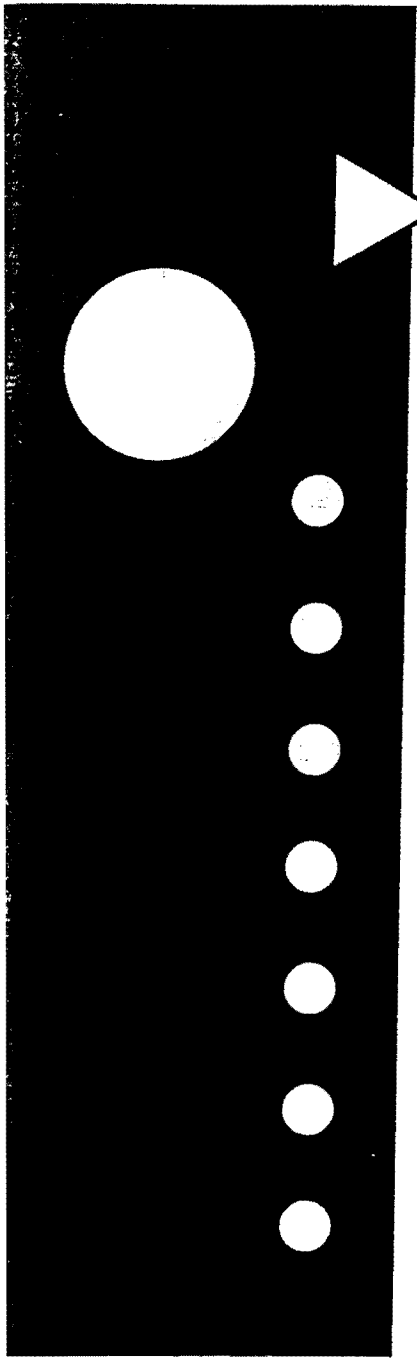
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Project Name	_____
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Evaluator	_____

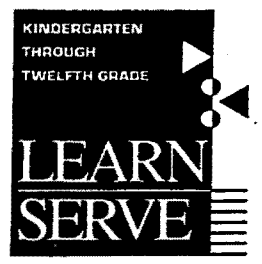


**North Carolina  
K-12 School-Based  
Learn And Serve America Program**



**Project  
Compliance  
Review**

North Carolina Center  
1-800-003-SERVE





# North Carolina K-12 School-Based Learn And Serve America Program

**General Goal:** To engage school-age youth in service-learning activities to help address the educational, public safety, human and environmental needs of North Carolina.

**Key Strategy:** Funded projects implement school-based service-learning programs within the academic curriculum, develop partnerships, evaluation, outreach and disseminate materials and information consistent with the approved program application.

Compliance Item	Measurable Item	Actual Results/Comments (S-Satisfactory; NI-Need Improvement)
<p><i>Primary Item</i></p> <p><b>The project is implementing a school-based service-learning program.</b></p> <p>Service-learning is used as a teaching method in which students/participants learn and develop through active participation in organized service experiences that—</p> <ul style="list-style-type: none"> <li>(a) address the needs of the school/ community;</li> <li>(b) are coordinated with another school (public or private), institution of higher education, business, community organization/ agency and with the community;</li> <li>(c) help foster civic responsibility;</li> <li>(d) are integrated into the academic curriculum; and</li> <li>(e) provide structured time for the students/participants to reflect on the service experience.</li> </ul>	<p>Review evidence of student participation in service-learning activities.</p> <ul style="list-style-type: none"> <li>-Curriculum Integration</li> <li>-Attendance</li> </ul> <p>Interview service-learning coordinator.</p> <ul style="list-style-type: none"> <li>-How is program progress measured?</li> </ul> <p>Interview teachers.</p> <ul style="list-style-type: none"> <li>-What service-learning activities are used in the classroom?</li> <li>-How is service used to enhance the curriculum?</li> <li>-How are service activities selected?</li> </ul> <p>Review service activities of the program and their link to the curriculum.</p> <p>Examine community needs assessment instrument.</p> <p>Review evidence of partnership coordination: meeting minutes, co-sponsorship of events.</p> <p>Review curriculum and/or lesson plans linked to service.</p> <p>Examine reflection work of students.</p>	

Compliance Item	Measurable Item	Actual Results/Comments (S-Satisfactory; NI-Need Improvement)
<p>(f) provide training opportunities for teachers, participants, partners and trainers.</p> <p><i>Primary Item</i>  <b>The funded project devises appropriate methods for evaluation of the educational value of service learning and the effect of service learning activities on identified needs.</b></p> <p><i>Primary Item</i>  <b>The funded project establishes effective outreach and dissemination of information to ensure the broadest possible involvement of community and school-based institutions and agenices with demonstrated effectiveness in working with school-age youth.</b></p> <p><i>Primary Item</i>  <b>The funded project establishes expenditure procedures in accordance with all applicable state and federal statutes, regulations, and the signed assurances agreed to in the application.</b></p> <p>Funds are used according to budget narrative and approved budget.</p>	<p>Examine announcement of training opportunities.</p> <p>Copies of conference/ workshop agendas.</p> <p>Review participants list(s).</p> <p>Interview a cross-section of participants.  What outreach was conducted to inform participants of training?    How were training sessions rated?</p> <p>Reports are submitted to the state coordinator accurately and in a timely manner.</p> <p>Review forms developed and documentation of their use.</p> <p>Look for evidence gathered regarding:  -student performance and attendance;    -impact of service being performed on students and the school/community served.</p> <p>Review examples of outreach materials developed by the partnership (letters of invitation, flyers and promotional materials).</p> <p>Review how material is disseminated to the school community.</p> <p>Review budget and expenditures.</p>	