



*2020*  
*39th Annual*

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# 8th GRADE YOUTH & GOVERNMENT SEMINARS

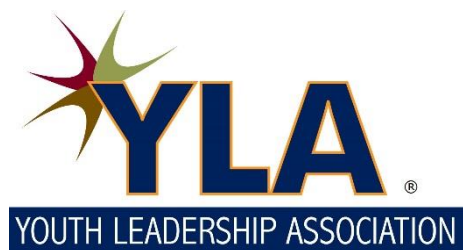
**Youth Leadership Association**  
**P.O. Box 239**  
**Point Pleasant, WV 25550**  
**Phone: (304) 675-5899 Fax: (304) 675-5977**  
**Online: [www.yla-youthleadership.org](http://www.yla-youthleadership.org)**

**Program Registration**

**Information**

**On**

**Following Pages**



# 8<sup>th</sup> GRADE YGS COUNTY REGISTRATION FORM

**Due November 15, 2019**



County \_\_\_\_\_

Participating Schools \_\_\_\_\_

Program Contact \_\_\_\_\_ Position \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ Fax \_\_\_\_\_

Please provide the following so we can have published a news release after the event for your school.

Name of Local Paper \_\_\_\_\_ Phone Number \_\_\_\_\_

Editor's Name \_\_\_\_\_ Email Address \_\_\_\_\_

**If possible, please attend with others from your WV Senate districts. If there are conflicts, please contact Alicia ([alicia@yla-youthleadership.org](mailto:alicia@yla-youthleadership.org)) ASAP to modify your county's scheduled week.**

- Session #1 – January 13-15, 2020** Boone, Kanawha, Lincoln, Logan, McDowell, Mercer, Mingo, Raleigh, Wayne, Wyoming
- Session #2 – January 27-29, 2020** Doddridge, Harrison, Lewis, Marion, Monongalia, Pleasants, Ritchie, Tyler, Wirt, Wood
- Session #3 – February 3-5, 2020** Brooke, Cabell, Hancock, Jackson, Mason, Ohio, Pocahontas, Putnam, Randolph, Roane, Upshur, Webster
- Session #4 – February 12-14, 2020** Braxton, Calhoun, Clay, Fayette, Gilmer, Greenbrier, Monroe, Nicholas, Pendleton, Summers
- Session #5 – February 24-26, 2020** Barbour, Berkeley, Grant, Hampshire, Hardy, Jefferson, Marshall, Mineral, Morgan, Preston, Taylor, Tucker, Wetzel

## 2019 - 2020 Billing Worksheet

**Financial Contact Person:** \_\_\_\_\_

All Schools Invoiced to Board of Education: \_\_\_Y \_\_\_ N      Invoice Each School Separately: \_\_\_ Y \_\_\_ N

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

PO Number (if applicable): \_\_\_\_\_

Quantity	Item	Cost
	Female Students Attending (@\$215 each)	
	Female Student Room Buyout (@ \$80/slot) * <b>see note on next page</b>	
	Male Students Attending (@\$215 each)	
	Male Student Room Buyout (@ \$80/slot) * <b>see note on next page</b>	
	<i>REQUIREMENT – One Adult per Eight Students</i>	
	Female Chaperones – Double Room (@ \$215 each)	
	Female Chaperones – Private Room (@ \$365 each)	
	Male Chaperones – Double Room (@ \$215 each)	
	Male Chaperones – Private Room (@ \$365 each)	
	<b>GRAND TOTAL FOR INVOICE</b>	\$

**\* NOTE ON ROOMING – Hotel rooms are offered at a discounted rate based on filling each room with 4 students or 2 adults. If your delegation does not recruit in multiples that fill each room, we will help you find others to fill the empty slots. If you choose not to share a room with another delegation, you may “buy out” each empty slot at a rate of \$80/student or \$160/adult.**

**For example – you have 2 female students and choose not to have them share with another delegation. Simply buy out the remaining 2 slots (at \$80 each - \$160 total) to hold the space.**

**You may also squeeze an extra student or two into existing rooms. Each suite can actually hold up to 6 students if you use the pull-out sofa. The per student rate remains the same, but you now have more flexibility to house your students. Work within your county delegation to recruit students and house them in a manner that suits your budget.**

## TO PARTICIPATE

**Return COUNTY REGISTRATION FORM by Nov. 15, 2019 and  
INDIVIDUAL REGISTRATION FORMS and PAYMENT by Dec. 15, 2019 to:**

**Ohio–West Virginia Youth Leadership Association  
8<sup>th</sup> Grade Youth and Government Seminars**

P.O. Box 239  
Point Pleasant, WV 25550  
Phone: (304) 675-5899  
Fax: (304) 675-5977



# YOUTH & GOVERNMENT SEMINARS

## Program Profile

### Overview

The Youth & Government Seminars are an annual cooperative effort of the West Virginia Department of Education and the Ohio-West Virginia Youth Leadership Association (YLA). The program brings eighth grade students from all sections of the state to Charleston, WV for three days while the Legislature is in session.

### Program Description

The Youth & Government Seminars provide an opportunity for eighth grade students throughout the state to learn more about state government by observing it and interacting with its leaders.

Each school may bring as many students as they wish, but registration is on a first-come, first-served basis.

One chaperone for each eight students is required.

Counties select their representatives according to locally developed criteria. The program begins on a Monday afternoon and operates through Wednesday mid-morning. *This year offers one session from Wednesday afternoon through Friday mid-morning.* During each session, participants observe the operation of various branches of state government, question its leaders, interact with media representatives and lobbyists, and generally gain an understanding of the function and operation of government by experiencing it.

Each day is devoted to one branch of government. The program begins with activities designed to sensitize students to the origins of and need for laws. This is followed by an opportunity to prepare for activities related to the legislative component of the program the next day. After examining the legislative branch, student study, in turn, the judicial and executive branches.

During the seminars, participants stay at the Embassy Suites Hotel (across from the Charleston Town Center Mall). Transportation to and from the various government offices, is provided by buses rented from the Kanawha County Board of Education.

Total fee per person for the program is \$215.00.

Adults have option of a private room for \$365.00.

### Rationale and General Objectives

The Youth & Government Seminars have as their primary purpose the growth of cognitive and affective functions associated with effective citizenship. This program seeks to increase the likelihood that participants will achieve the objectives specified in the grade eight American Civics/Government Content Standards and Objectives.

The Youth & Government Seminars are rooted in a belief that students learn best by doing and being actively involved. The three day seminars include carefully sequenced activities which provide students an opportunity to learn about the operation of government of the State of West Virginia. Students engage in role plays of a mock trial and a mock legislature, small and large group discussions, and a variety of other activities designed to ensure that each student participates. Students are encouraged to prepare for their trip to Charleston by collecting information about topics of current concern in the state. This information provides a basis for posing questions to the numerous governmental representatives students meet.

# **YOUTH & GOVERNMENT SEMINARS**

## **Student and Teacher Selection Procedure**

As long as students meet the established local criteria, the ultimate responsibility to select students rest with the school. However, it is strongly recommended that some type of formal selection procedure be instituted. For example, selection may be based upon completion of essays on a topic such as "The Value of Law in America." Likewise, a short test on West Virginia Government or juvenile law could be administered. Whatever procedure is used, all students are to have an equal opportunity to participate.

Counties also have the option of allowing students to pay their own way to attend. There is no limit to the number of students any school may send. The program is open to ALL interested students. Homeschool, private, and charter school students are also encouraged to attend.

## **CRITERIA FOR STUDENT SELECTION**

1. Is currently an 8<sup>th</sup> grade student.
2. Desires to learn more about state government, law-making, and law enforcement.
3. Will thoroughly prepare before coming to the seminar.
4. Will share seminar experiences with West Virginia Studies and American Government students in home school.
5. Is interested and willing to participate.
6. Shows evidence of good citizenship in the school and community.

"It has been our experience that a child who has an outstanding attitude and is eager to learn and participate, rather than be a child who "scores the highest" on a test, is the student who most benefits from our program; thus, teacher input should have high priority in student selection."

## **CRITERIA FOR TEACHER SELECTION**

1. Agrees to transport county representatives to Charleston, WV.
2. Agrees to chaperone county representatives at all times while in Charleston.
3. Agrees to participate in all seminar activities.
4. Will share information from seminar with other teachers in home county.
5. Will assist student representatives with presentations to home schools.
6. Is currently teaching West Virginia Studies and/or is enthusiastic about working with our program and the children.

## **WHAT TO WEAR**

Business Casual

Comfortable Shoes

Jeans are allowed for down time.



I am **attending** as:

I AM A STUDENT

I AM A PARENT

I AM A TEACHER

## 8<sup>th</sup> GRADE YOUTH & GOVERNMENT SEMINARS

(Please complete **ALL** entries)

County \_\_\_\_\_ School \_\_\_\_\_

School Address \_\_\_\_\_ Phone \_\_\_\_\_

Check Adult Size for Tee Shirt  Small  Medium  Large  X Large  Other \_\_\_\_\_

Name \_\_\_\_\_ Sex:  Male  Female

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell \_\_\_\_\_

Would you like to receive texts?  Y  N Email \_\_\_\_\_

**Affirmative Action Survey:** Funding agencies require periodic report on the sex, ethnicity, and disability status of the applicants. This data is for analysis and affirmation action only. **Submission of this information is voluntary.** Check all that apply:

- |  |                                |  |
|--|--------------------------------|--|
| <input type="checkbox"/> American Indian/Alaska Native | <input type="checkbox"/> Asian | <input type="checkbox"/> Black or African American                 |
| <input type="checkbox"/> Hispanic or Latino            | <input type="checkbox"/> White | <input type="checkbox"/> Native Hawaiian or Other Pacific Islander |

### MEDICAL INFORMATION

Last Tetanus Shot \_\_\_\_\_ Allergies/Illnesses \_\_\_\_\_

Dietary Restrictions \_\_\_\_\_

Physical Handicaps \_\_\_\_\_

Medication taken with any regularity and/or during emergency \_\_\_\_\_

Parent or Legal Guardian \_\_\_\_\_

Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Other Name and Number if you cannot be reached \_\_\_\_\_

Family Physician \_\_\_\_\_ Office Phone \_\_\_\_\_

Address \_\_\_\_\_

Insurance Company \_\_\_\_\_ Policy Number \_\_\_\_\_

### PARENT & STUDENT AGREEMENT

I support my child's application and participation in this program. I authorize the Ohio-West Virginia Youth Leadership Association to have and use photographs, slides, or video of the person named on this application as may be needed for its records/public relations programs.  Yes  No

I give permission to the medical personnel selected by the Director (or his designate) to order x-rays, routine tests, treatment; to release any records necessary for insurance purposes; and to provide or arrange necessary related transportation for my child. In the event I cannot be reached in an emergency, I hereby give permission to the physician selected by the Director to secure and administer treatment, including hospitalization, for the person named above.  Yes  No

I have read and understand the Code of Conduct printed on back. By submitting the registration, I SUPPORT AND AGREE TO ABIDE BY THE CODE OF CONDUCT.  Yes  No

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name of Parent/Guardian \_\_\_\_\_

**PLEASE SEE CANCELLATION/NEW REFUND POLICY ON OTHER SIDE**

If you cannot sign this document for religious reasons, please contact the Youth Leadership Association.

## CODE OF CONDUCT: YLA FAMILY OF PROGRAMS

(Ohio-West Virginia Youth Leadership Association)

YLA, Fall Conference, Youth & Government Seminars, Youth in Government, Model United Nations, Horseshoe, Cave Lake  
YLA programs work to build responsible life-long good citizens of character who work to build better homes, schools and communities for all.

Participation in all parts of a YLA program shall be maintained on an intellectual and productive level. A level of conduct is expected of all participants (youth, advisor and staff) that requires self-control, individual decision-making, responsibility and adherence to a dress code that is appropriate to each YLA program.

Responsible YLA conduct must be the concern of each participant for the responsibilities and rights of every individual and that of the group. Being responsible for one's own behavior at all times is a necessary part of self-government. It is essential that all students, advisors and staff act responsibly to ensure that their own conduct and attitude are beneficial not only to themselves and all other participants but also to ensure the continuation of the YLA program. By choosing to participate, it is expected that each individual has read, understands and agrees to follow the Code of Conduct while attending any conference sponsored by the YLA.

All participants share equally the responsibility for their actions when violations of the Code of Conduct are witnessed. Those who decide to be present when a violation occurs shall by their own choice, be considered a participant in the violation. In this program there are no "innocent bystanders."

Each person must recognize that their failure to carry out the Code of Conduct may lead to their own and perhaps their total delegation's dismissal from the program.

Each person & delegation is to support the purpose & procedures of the YLA program they are attending in both spirit, action & work for the success of the program for everyone.

In general, the behavior that is expected can be summarized in these four (4) points:

1) Treat others as one wants to be treated. 2) Do not do anything that hurts another person, place, thing. 3) Do not do anything that could potentially bring harm to another person, place, or thing. 4) Do not fail to do something that would help others, make the place we are using cleaner, safer and a better experience for all.

More specifically, this Code of Conduct has been developed to identify the type of personal behavior that is consistent with the purpose of YLA programs. The items in the Code are based upon performance and are designed to protect everyone involved including the welfare of these programs for future generations. Participation in a YLA program indicates personal acceptance of this Code of Conduct.

Individuals, delegations and Advisors are to carry out the Code. Where necessary, YLA Staff will assist and reserve the right (discretion) for the "final say" as these programs are YLA programs.

We, the participants, advisors and staff taking part in YLA programs are to uphold the following CODE OF CONDUCT.

1. Each participant shall conduct themselves in an orderly and responsible manner in transit to and from, and during all functions of YLA programs. Personal behavior reflects upon the quality of the program, one's delegation, the YLA, school and one's self. Participants are expected to conform to this Code of Conduct on the honor system. (Discretion of YLA Staff) and possibly (Lose position or privileges) and/or (Call parent-send home) and/or (Notify school officials).
2. Participation in all parts of a YLA program shall be maintained on an intellectual & productive level. (Discretion of YLA Staff) & possibly (Lose position or privileges).
3. Name tags shall be worn visibly on the front of the upper torso at all times at conferences when outside assigned lodging facility room. (Discretion of YLA Staff) and possibly (Lose position or privileges).
4. Each participant shall attend all scheduled program functions, activities, meetings, etc. (Discretion of YLA Staff) and possibly (Lose position or privileges) and/or (Call parents-send home) and/or (Notify school officials).
5. Harassment or intimidation by words, gestures, body language or any other menacing behavior will not be tolerated at any YLA function, activity, meeting and training session. (Discretion of YLA Staff) and possibly (Lose position or privileges) and/or (Call parents-send home) and/or (Notify school officials) and/or (Call security) or (Summon police).
6. The use, possession or concealment of incense, candles, tobacco products, alcoholic beverages or non-prescription drugs are forbidden at any YLA program, function, activity, meeting, and training session. (Call parents-send home) and/or (Notify school officials) and possibly (Call security) and/or (Summon police).
7. The use, possession or concealment of any weapons are forbidden at any YLA conference or function. (Call parents-send home) and/or (Notify school officials) and possibly (Call security) and/or (Summon police).
8. The use, possession or concealment of electronic devices including but not limited to compact disc or tape players, video games, radios, TV's, cell phones, etc. shall not be permitted during official program functions. They are not permitted anytime at Y programs held at Horseshoe. (Discretion of YLA Staff) and possibly (Lose position or privileges) and/or (have the item(s) taken for the duration of the conference, camp or activity).
9. Each participant is legally and financially responsible for any removal, defacing or willful damage to public or private property. This includes the property of other participants, advisors and staff, organizations, businesses, lodging and conference facilities and the State. (Discretion of YLA Staff) (Call parents-send home) and/or (Notify school officials) and possibly (call security) and/or (Summon police).
10. Materials of lodging and conference facilities, State and state officials at Youth in Government, and any other facility in use by a YLA program shall not be removed or tampered with in any way. (Discretion of YLA Staff) and possibly (Call parents-send home) and/or (Notify school officials) and possibly (Call security).
11. No participant shall leave a program function unless the approval of their advisor AND YLA Staff is secured. The participant is to be picked up and returned by a parent or legal guardian. (Call parents-send home) and/or (Notify school officials).
12. Participants shall not leave the lodging facility except while in transit to or from an official program function or activity. Participants may not use or be transported in private vehicles during any program function without approval of a parent or legal guardian and adult Advisor and YLA Staff. (Discretion of YLA Staff) and possibly (Call parents-send home) and/or (Notify school officials).
13. Lodging facility room switches are not permitted without the approval of the delegation advisor and YLA Staff. (Discretion of YLA Staff) and possibly (Call parents-send home) and/or (Notify school officials).
14. There is NO coed visiting in lodging facility rooms, nor coed delegation meetings in lodging rooms. (Discretion of YLA Staff) and possibly (Call parents-send home) and/or (Notify school officials).
15. Participants shall observe quiet hours in consideration of those who choose to rest. Participants shall be in and remain in their assigned lodging facility room by the curfew listed for the program. Curfew will remain in effect until 7:00 a.m. the next morning. (Discretion of YLA Staff) and possibly (Lose position or privileges) or (Call parents-send home) and/or (Notify school officials).
16. Participants shall not invite or receive visitors. Visitors, alumni, etc. are not permitted in the lodging facility unless approved by the Advisor and YLA Staff. Visitors, alumni, etc. are not permitted in lodging facility guest sleeping rooms at any time. (Discretion of YLA Staff) and possibly (Lose position or privileges) or (Call parents-send home) and/or (Notify school officials).
17. Guests are restricted to lobbies and visitor areas unless approval is secured from YLA Staff. (Discretion of YLA Staff) and possibly (Call security) or (Summon police).
18. Participants, advisors and staff will dress appropriately for the program they are attending. Of particular concern is YG where appropriate dress for men are suits or dress pants-dress shirt - tie and jacket. Appropriate dress for women is a business suit or business dress. YG is in the State Capitol where proper business dress is expected. See YG manual for complete description. For recreation at YG, casual dress is appropriate. (Discretion of YLA Staff).
19. Chewing gum, candy, food and beverages are not permitted in the Capitol, Supreme Court, and in certain areas of other programs. (Discretion of YLA Staff) and possibly (Lose position or privileges) or (Call parents-send home) and/or (Notify school officials).

## CANCELLATIONS AND REFUND POLICY

**REFUND POLICY Deposit Fee (Participation Agreement)** – No refunds nor can this deposit be applied toward, the final fee of another person or program. The deposit fee can be applied to a replacement. The deposit fee, part of the total program fee, is to guarantee space, to cause delegations to make realistic enrollments, and to protect the program from unrealistic enrollments that may not materialize.

**Balance (Final Fees)** – No refund, No exceptions. It can be applied to a replacement.



# 2020 8<sup>TH</sup> GRADE YOUTH & GOVERNMENT SEMINARS



Hotel Housing Request – Session # \_\_\_\_\_

County/Delegation Name: \_\_\_\_\_

Please pre-assign rooms and list the names, delegate type, and gender for your Youth & Government Seminars participants. The YLA reserves the right to make changes in room assignments if needed. Fill entire room before starting on next one (or write "BUY OUT" to indicate your desire to purchase the remaining slots at \$80 each). If you do not, we will pair them with delegates from another delegation/county who also wish to share space.

Student __	M __	Room #1
Adult __	F __	
1.		
2.		
3.		
4.		

Student __	M __	Room #2
Adult __	F __	
1.		
2.		
3.		
4.		

Student __	M __	Room #3
Adult __	F __	
1.		
2.		
3.		
4.		

Student __	M __	Room #4
Adult __	F __	
1.		
2.		
3.		
4.		

Student __	M __	Room #5
Adult __	F __	
1.		
2.		
3.		
4.		

Student __	M __	Room #6
Adult __	F __	
1.		
2.		
3.		
4.		

Student __	M __	Room #7
Adult __	F __	
1.		
2.		
3.		
4.		

Student __	M __	Room #8
Adult __	F __	
1.		
2.		
3.		
4.		

Student __	M __	Room #9
Adult __	F __	
1.		
2.		
3.		
4.		

Student __	M __	Room #10
Adult __	F __	
1.		
2.		
3.		
4.		

Student __	M __	Room #11
Adult __	F __	
1.		
2.		
3.		
4.		

Student __	M __	Room #12
Adult __	F __	
1.		
2.		
3.		
4.		

Student __	M __	Room #13
Adult __	F __	
1.		
2.		
3.		
4.		

Student __	M __	Room #14
Adult __	F __	
1.		
2.		
3.		
4.		

Student __	M __	Room #15
Adult __	F __	
1.		
2.		
3.		
4.		

SPECIAL INSTRUCTIONS: \_\_\_\_\_

RETURN THIS FORM WITH YOUR DELEGATION'S FINAL FEES NO LATER THAN DECEMBER 15, 2019.