



CITIES OF CYPRESS AND LA PALMA RECREATION & COMMUNITY SERVICES

YOUTH ACTION COMMITTEE APPLICATION 2019-2020

The Youth Action Committee works in conjunction with the City of La Palma and City of Cypress and outside groups for the benefit of each community and its youth. We are looking for young people with creative ideas and a desire to enhance teen programs within the cities.

In order to be considered for the Youth Action Committee you must meet the following requirements:

1. Must be a resident of the City of Cypress or La Palma, in high school and not older than eighteen years of age.
2. Must be able to attend committee meetings and activities that require a minimum of two to six hours per month.
3. Required to volunteer a minimum of 40 hours for Cypress and/or La Palma events.
4. Required to attend one City Council meeting and one Recreation Commission meeting and write a summary of the meeting.
5. Help raise funds to purchase gifts for the Adopt-a-Family program and to purchase a tree for the Annual Arbor Day event.
6. Required to assist in the Seal Beach Clean-Up Day.
7. Required to assist and promote the Teen Fashion Scene.
8. Must carry a 2.5 GPA (excluding Physical Fitness) from the 2018-2019 academic school year.

To apply, student must submit the following forms and return to the Cypress Community Center, 5700 Orange Avenue by **5:00pm Friday, July 26, 2019**.

Application must include:

1. Completed application
2. Cities Minor Release form signed by applicant and parent/guardian
3. Questionnaire "Why YAC?"
4. Youth Action Committee Character Reference
5. Youth Action Committee Requirements Contract signed by applicant and parent/guardian
6. 2018/2019 Second (2nd) Semester/Fourth (4th) Quarter report card

All applicants will be interviewed and thirty (30) students will be selected to the 2019-2020 Youth Action Committee Program.

* Returning Youth Action Committee members are not guaranteed acceptance.*

All forms and interviews will be taken into consideration when selecting Youth Action Committee members.

For more information about the Youth Action Committee, call the Cypress Recreation Department at (714) 229-6780 or the La Palma Community Services Department at (714) 690-3350.

Interviews will be held on August 13th and 14th. All interviews will be set-up at the time of application submission.



CITIES OF CYPRESS AND LA PALMA RECREATION & COMMUNITY SERVICES
YOUTH ACTION COMMITTEE APPLICATION
 Please print neatly with Blue or Black Ink ONLY



DUE DATE: 5:00pm Friday, July 26, 2019
Return to the Cypress Community Center, 5700 Orange Avenue

Name		Date of Birth
Address		City
Zip		
Phone	School	Grade
Email		
In case of emergency please notify the following		
Name	Relationship	
Address	Phone	
Are you able to attend meetings on Wednesday nights and be present at events the Committee plans?		
List any groups or organizations you belong to or have assisted with:		
List any experience you have which may help the Youth Action Committee plan and organize events:		
List two ideas you have for teens and why you would like to be on the Youth Action Committee:		
References: Please give the names of two people, which may include relatives or teachers. A phone number must be provided at which they can be reached.		
1.		
2.		
Please sign your name here X _____		

MINOR RELEASE FORM

To be filled out by parent or guardian

In exchange for participating in this activity I hereby agree on behalf of myself and my spouse, parents, children, family, employees, agents, heirs, estate, executors, representatives, administrators, insurers, successors and assigns, distributees, guardians and/or other legal representatives (collectively the "Released Parties") to fully release and to not make any claim against, file a lawsuit against, attach the property of, or prosecute the City of Cypress (the City') and/or the Cypress Recreation and Park District (the "District") and/or either of their employees, officers, elected and appointed officials, volunteers, boards, departments, agents, contractors and/or anyone else acting on its/their behalf for any and all claims, causes of action, including, but not limited to, emotional distress, bodily injury, death, or property damage arising out of any actions by any City or District employees, officers, elected and appointed officials, volunteers, boards, departments, agents, contractors and/or anyone else acting on the City's and/or the District's behalf in connection with my participation in this activity.

I UNDERSTAND THIS RELEASE SHALL BE EFFECTIVE EVEN IF THE LOSS, DAMAGE OR INJURY WAS NOT FORESEEABLE OR RESULTS, IN WHOLE OR IN PART, FROM THE NEGLIGENCE OF THE CITY, DISTRICT AND/OR ANY OF THE ABOVE PERSONS.

I understand that this activity involves the risk of serious injury and even death, and I agree to assume any and all risk of serious injury or death in participating in the activity. In case of accident or other emergency, personnel of the City or District and/or their agents, are hereby authorized to secure medical care deemed necessary by them, as a result of that accident or injury, for me at my cost and expense. I further agree to indemnify and defend the City and/or the District and/or both of their employees, officers, elected and appointed officials, volunteers, boards, departments, agents, contractors and/or anyone else acting on its/their behalf and to pay for any and all costs incurred (including, but not limited to, medical treatment, pain and suffering, emotional distress, any settlement paid or judgment, legal costs and/or attorneys fees) as a result of any injury that I cause to another participant. I further consent to the use of activity/event photography and/or video taping of me and the display of those pictures of me for promotional use, including on the City's Internet website and social media sites.

By signing below, I acknowledge and represent that I HAVE READ THIS AGREEMENT CAREFULLY, I FULLY UNDERSTAND ITS CONTENTS AND I VOLUNTARILY AGREE TO ITS TERMS. No oral representations, statements or inducements, apart from this written agreement, have been made. If any portion of this agreement is declared invalid by a court, the remainder shall continue in full force and effect. Where this agreement is signed by a parent or legal guardian on behalf of a minor, the use of the word "me" in this agreement shall include and bind the minor, and the use of the word "I" in this agreement shall include the parent or legal guardian acting on behalf of and binding the minor to this agreement.

IF 18 YEARS OF AGE OR OLDER: I declare under the penalty of perjury under the laws of the State of California that I am eighteen (18) years of age or older and am fully competent to sign this agreement. IF THE PARTICIPANT IS UNDER 18 YEARS OF AGE, by signing below, I declare under the penalty of perjury under the laws of the State of California that I am the parent/legal guardian for the minor participant herein and am authorized to sign this agreement on their behalf:

WAIVER, RELEASE, HOLD HARMLESS AND AGREEMENT NOT TO SUE CITY OF LA PALMA RECREATION AND COMMUNITY SERVICES

I fully understand that participation by the person(s) registered in any City Recreation and Community Services Program exposes him/her to the risk of personal injury, death, or property damage. I hereby acknowledge that I am voluntarily having the person(s) registered, participate in the above program and agree to assume any such risks. I hereby release, discharge and agree not to sue the City of La Palma for any injury, death or damage to or loss of personal property arising out of, or in connection with the participation in any City Recreation and Community Services Program, by the person(s) registered, from whatever cause, including the active or passive negligence of the City of Palma or any other participants in any City Recreation and Community Services Program. The parties to this agreement understand that this document is not intended to release any party from any act or omission of "gross negligence," as that term is used in applicable case law and/or statutory provision. In consideration for the City of La Palma's acceptance of this registration, I hereby agree to indemnify and hold harmless the City of La Palma, its officers, agents, or employees from any liability or claim or action for damages resulting from or in any way arising out of the participation in any City Recreation and Community Services Program by the person(s) registered. Furthermore, I give the City of La Palma, its officers, agents or employees permission to use any related picture, video or electronic images, sounds etc., in the City's promotional materials.

Name of Participant: _____

Name of Parent/Legal Guardian, if Participant is under 18: _____

Signature: _____ Date: _____





Cities of Cypress and La Palma Recreation & Community Services
Youth Action Committee Character Reference Rating Form



Character Reference must be completed by a teacher, mentor or other professional

APPLICANT'S NAME: _____

Please rate the applicant on the qualities listed below by checking the appropriate column.

	Truly Exceptional	Outstanding	Above Average	Below Average
Motivation				
Ability to work well with others				
Oral Communication Skills				
Written Communication Skills				
Creativity				
Self-Confidence				
Leadership				
Dependability				
Punctuality				

Please use the space provided to write a brief statement qualifying your rating of the applicant's qualities.
(Letters of recommendation will not be accepted).

Rater's Name: _____ Title: _____

School/Organization: _____ Phone Number: _____

Rater's Signature: _____

Questions: Andi Terry (714) 229-6786
aterry@ci.cypress.ca.us

Ivan San Pedro (714) 690-3364
ivans@cityoflapalma.org

Note: After completing, please place in a sealed envelope marked with applicant's name and Youth Action Committee Character Reference. Return to the applicant to include along with their application form. **Application packets are due by 5:00pm, July 26, 2019**



Youth Action Committee Requirements

MANDATORY EVENTS – Not everyone is scheduled to volunteer for mandatory events. You MUST be available to volunteer if scheduled

All Youth Action Committee (YAC) members will be required to complete the following tasks:

- Attend monthly YAC meetings: 1st Wednesday of the Month, 6:30pm (2 excused absences will be allowed)
- Attend one Cypress Recreation Commission meeting, 7:00pm (3rd Tuesday of the month) or La Palma Community Activities & Beautification (CAB) Meeting, 6:30pm (2nd Tuesday of the month)
 1. Must write a summary (at least 200 words) explaining what you learned.
- Attend one City Council meeting (Cypress or La Palma)
 1. City of Cypress: 2nd & 4th Monday of the month, 7:00pm or
 2. City of La Palma: 1st and 3rd Tuesday of the month, 7:00pm.
 3. Must write a summary (at least 200 words) explaining what you learned.
- Must volunteer 5 hours of alternative community service of your choice (something out of the normal routine). Community service must be approved by YAC liaisons. (i.e.: homeless shelter, park clean up, soup kitchen, senior center, Special Olympics, etc.)
 1. Must write a summary (at least 200 words) explaining about the experience.
- Community service event: Beach Clean Up Event – Saturday, January 18th ~ MANDATORY
- Must be available for all mandatory volunteer events!
- Must volunteer at least 40 hours at either or all of the following City of Cypress/La Palma activities:
 - Kids Night Out - 3rd Friday Monthly (Cypress)
 - Kids Corner Back to School Night – TBA (Cypress)
 - Halloween Carnival – Thursday, October 31st (Cypress) - MANDATORY
 - Halloween Carnival – Thursday, October 31st (La Palma) ~ MANDATORY
 - Holiday Sing - Tuesday, December 3rd (Cypress) - MANDATORY
 - Tee Lighting Ceremony – Wednesday, December 4th (La Palma)
 - City Egg Hunt – Saturday, April 11th (Cypress)
 - Arbor Day – Tuesday, April 21st (La Palma)
 - Senior Center Volunteer Recognition – Friday, April 24th (Cypress)
 - Father Daughter Dance – Friday, May 1st (Cypress)
 - Memorial Day Celebration – Monday, May 25th (La Palma)
 - SummerFest on the Green - Saturday, June 6th (Cypress)
- Must assist with development, production, and management of the 14th Annual Teen Fashion Scene, Friday, April 3rd and Saturday, April 4th ~ MANDATORY
- Teen Volunteer Events for Cypress and La Palma: (MUST VOLUNTEER AT A MINIMUM OF 2 TEEN EVENTS)
 - Teen Dance – September, 7th – La Palma Community Center
 - Open Mic Showcase - Date TBD - La Palma Central Park
 - Teen Job Workshop– Date TBD - La Palma Community Center
 - Dodgeball Night – Date TBD – Lexington Junior High School
 - Teen Dance – Saturday, January 18th – La Palma Community Center
 - March Madness Basketball - Friday, March 13th – La Palma Central Park
 - Teen Skate Night – Friday, May 1st – Veterans Park
 - Teen Dance – Saturday, May 16th - La Palma Community Center

I understand the demands of Youth Action Committee and will follow and complete the above requirements. If requirements are not met, I understand that I will not be recognized as a Youth Action Committee member for the 2019-2020 year.

Teen Signature (print & sign name)

Date

Parent/Guardian Signature

Date

Cities of Cypress & La Palma
Youth Action Committee Board Member Positions



Youth Action Committee Chair: (1 Position representing both Cypress and La Palma)

1. Liaison between Youth Action Committee Members and City staff;
2. Must attend ALL Cypress and La Palma volunteer opportunities to help city staff oversee Youth Action Committee members;
3. Responsible for assigning YAC members to volunteer positions during events;
4. Responsible for signing off YAC volunteer hours during city events;
5. Leads monthly meetings;
6. Prepares monthly agendas, with approval from City Liaisons; one week prior to meeting;
7. Sends agendas out to Youth Action Committee members and City Liaisons no later than the Sunday before the meeting;
8. Works with Secretary to have Youth Action Committee members report on City Council meetings and Recreation Commission meetings during YAC meetings;
9. Responsible for development, planning, and coordination of the Youth Action Committee Recognition and bonding events.

Youth Action Committee Vice-Chair: (1 Position representing both Cypress and La Palma)

1. If Chair cannot attend a City event, the Vice Chair must attend in his/her place;
2. Responsible for sign-ups for all volunteer events;
3. Responsible for logging in YAC member's volunteer hours for all Cypress and La Palma events and 5 outside hours;
4. Sends emails to YAC members reminding them of upcoming City events for which they signed up to volunteer;
5. During monthly meetings must report on upcoming City events/program and who has signed up to volunteer;
6. Assist Chair with Youth Action Committee Recognition and bonding events.

Youth Action Committee Secretary: (1 Position representing both Cypress and La Palma)

1. Takes minutes at monthly meetings;
2. Sends minutes to City liaisons to approve one week prior to meeting; then to Youth Action Committee members and City liaisons no later than the Sunday before the meeting;
3. Responsible for sign-ups for City Council Meetings, La Palma Community Activities and Beautification meetings and Recreation Commission Meetings (6 YAC maximum per meetings);
4. Sends emails to YAC members reminding them to attend Council, Commission and CAB meetings;
5. During monthly meetings report who is signed up for upcoming Council, Commission and CAB meetings;
6. Assist Chair with Youth Action Committee Recognition and bonding events.

Youth Action Committee Historians: (1 Position representing both Cypress and La Palma)

1. Must attend all Cypress and La Palma volunteer programs to photograph the Youth Action Committee. If unable to attend, must notify the Youth Action Committee Chair and provide a substitute Historian;
2. Responsible for emailing pictures to City Liaisons after every volunteer opportunity/event or creating a Google Drive folder;
3. Responsible for end of the year Youth Action Committee Recognition slide show;
4. Assist Chair with Youth Action Committee Recognition and bonding events.

Youth Action Committee Treasurer: (1 Position representing both Cypress and La Palma)

1. Responsible for collecting, monitoring and dispersing monies throughout the year; responsible for maintaining a monthly spreadsheet
2. Works with Go-Green chair in purchasing a tree for City of La Palma Annual Arbor Day event;
3. Works with the Pay it Forward chair in purchasing gifts for the Adopt a Family Project;
4. During monthly meetings must present monthly treasury reports;
5. Assist Chair with Youth Action Committee Recognition and bonding events.

Youth Action Committee Go Green Chair: (1 Position representing both Cypress and La Palma)

1. Chair of La Palma Tree Donation Project for Arbor Day, Beach Clean-up Day and Cypress Community Clean-Up Day;
2. Oversee the recycling project at teen dances and City events;
3. During monthly meetings must present other Go-Green activities YAC members can participate in;
4. Responsible for taking cans and bottles to the recycling center and bringing the money back to the treasurer;
5. Assist Chair with Youth Action Committee Recognition and bonding events.

Youth Action Committee Pay it Forward Chair: (1 Position representing both Cypress and La Palma)

1. Chair of Cypress Adopt a Family Project and Clothing Drive;
2. During monthly meetings must present other Pay it Forward activities/tasks YAC members can participate in;
3. Responsible for creating a monthly Pay it Forward spreadsheet/chart;
4. Assist Chair with Youth Action Committee Recognition and bonding events.

If you are interested in running for a Youth Action Committee Board Member, please be ready at the YAC Orientation, Wednesday, August 21, 2019 at 6:30pm to present a one (1) minute speech stating why you are the best candidate for the position.
Members will vote for the board candidates that night.