



**RIVERSIDE COUNTY YOUTH COMMISSION  
SECOND DISTRICT YOUTH ADVISORY COUNCIL APPLICATION  
-Returning Council Member Application-**

**Submit your completed application by any of the following methods:**

Submit the form electronically via email by completing the application and attaching to an email message to

The Youth Advisory Council Coordinator: **JArmenta@RIVCO.ORG**

**OR**

Complete the application electronically, print it off, and submit the form by fax to: (951) 955-2362

**Requirements to join the council:**

- Must be a high school student
- Must reside in or attend a high school within the 2nd District County of Riverside
- Must have adequate time to serve one-year term from August -June (excessive absences will result in removal)

**Conditions of joining the council:**

- Must complete an application
- Must attend the Second District Community event as a condition of membership (a reminder email with the information will be sent to you after your application has been received. You can also check out [www.rivcoyac.org](http://www.rivcoyac.org) for event details.)
- Must attend an interview with the Second District Youth Coordinator prior to membership
- May require a teacher evaluation, if deemed necessary by the Interview Committee

**Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**City** \_\_\_\_\_ **Zip code** \_\_\_\_\_

**Home phone number ( )** \_\_\_\_\_ **Birthday** \_\_\_\_\_

**Cell phone number ( )** \_\_\_\_\_ **Grade Level Next Year** \_\_\_\_\_

**High School** \_\_\_\_\_

**\*YOUR Email Address** \_\_\_\_\_

\*A valid email address is necessary for membership, as all correspondence will be conducted electronically via email\*

**Please list a teacher at your school that the Interview Committee may contact to request a recommendation on your behalf if deemed necessary to determine your membership.**

**Name of Teacher:** \_\_\_\_\_ **Department/Class:** \_\_\_\_\_  
**Email:** \_\_\_\_\_

**Please respond to the following questions to help the Second District Membership Committee determine your qualifications:**

(a) Self Evaluation(5 Questions):

1. On a scale of 1-5 (5 is best), overall- how well do you think you followed the outlined requirements as a council member? (including attendance at meetings, participation events, participation at meetings and overall conduct)

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2. On a scale of 1-5 (5 is best), how would you rate the past council year in terms of your overall enjoyment and satisfaction of the council as a service group?

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3. On a scale of 1-5 (5 is best), overall how would you rate the activities and events we participated in last year?

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4. Do you feel you were a beneficial and active member on the council last year? Please explain.

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5. What was the most enjoyable activity you participated in last year? Why?

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6. What type of activities would you like to see the council be involved in next year?

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7. Are you involved in any new clubs, associations or sports that may conflict with your YAC schedule?  
\*If so, please be prepared to provide the Youth Coordinator with a schedule of conflicting games or events when it becomes available, in order to prevent any undue unexcused absences.

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8. How can the Second District Council be improved next year? Please make any relevant recommendations/comments to help us improve our council.

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9. Do you have any ideas for events, activities, or projects for the council to work on next year?

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10. In what ways can you continue to make recommendations to the Second Supervisorial District staff on youth related issues?

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11. Would you be comfortable if the Interview Committee asked the above listed teacher for a recommendation on your behalf to help us determine your membership?

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Signature \_\_\_\_\_

Date \_\_\_\_\_

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**High schools located in the Second District of Riverside County:**

- Centennial High School
- Centennial Vista School
- Corona High School
- Corona Vista HighSchool

- Elsinore High School
- Eleanor Roosevelt High School
- Lakeside High School
- Lee V. Pollard High School
- Temescal Canyon High School
- Nueva Vista High School
- Norco High School

- Norco Vista High School
- Orange Grove High School
- Jurupa Valley High School
- Patriot High School
- Rubidoux High School
- Roosevelt High School

Questions:

Contact: JArmenta@RIVCO.ORG (951) 955-8373, Please check out our website at

<http://www.rivcoyac.org/>



## County of Riverside Youth Commission: Parental Consent & Waiver of Claims

I hereby request that my child (*name*) \_\_\_\_\_ be permitted to participate in the Riverside County Youth Commission program activities. My child is currently in good physical and medical condition. In the event that my child becomes ill or injured, he or she may receive First Aid.

In case of an emergency, my child may be admitted to a hospital. I agree to hold harmless the County of Riverside, its officers, agents, and employees for medical aid rendered. I will also reimburse the County of Riverside for medical or other expenses incurred for medical aid on behalf of my child.

I understand and acknowledge that the County of Riverside does not provide medical insurance for Youth Commission activity participants. I hereby release the County of Riverside, its officers, agents, and employees from all liability, demands or claims from any loss, damage or injury resulting from participation in the Riverside County Youth Commission, and do hereby give consent for my child to receive emergency treatment.

Dated: \_\_\_\_\_  
Signature of Parent or Guardian

Address: \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_  
Day Phone: (    ) \_\_\_\_\_ Evening Phone (    ) \_\_\_\_\_

### CHILD'S MEDICAL INFORMATION

Doctor \_\_\_\_\_ Phone (    ) \_\_\_\_\_  
Existing Medical Conditions:

\_\_\_\_\_

Allergic To: \_\_\_\_\_  
Special Needs: \_\_\_\_\_



## Photo Release

I hereby give the Riverside County Board of Supervisors and the Youth Coordinator permission to use my name, statement, photograph and likeness for promotional, advertising and media purposes. My picture may be used alone, as a member of a group, in a composite or in such other manner as will most favorably serve to promote and advertise the Youth Commission and Youth Advisory Council(s). My picture may be used with my name, without my name supporting the Youth Commission or Youth Advisory Council. I agree there will be no compensation to me for the use of my image now or in the future.

### Please print:

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Date

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Name

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Signature

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Address (Street, City, Zip Code)

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Legal Guardian Name (if under 18 years of age)

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Legal Guardian's Signature



## County of Riverside Youth Commission: Parental Consent for Transportation

I hereby request that my child (*name*) \_\_\_\_\_  
Be permitted to receive **transportation to and from** program activities of the Riverside County Youth Advisory Council or Youth Commission. These activities may include: (1) Youth Retreat, (2) Youth Summit, (3) District Youth Advisory Council Meetings, (4) Youth Commission Meetings, or (5) Planned Council events.

I understand and acknowledge that transportation will be provided in passenger vans owned by the County of Riverside and operated by adult County staff members. I consent to this arrangement and hereby waive all claims against the County of Riverside, its officers, agents, and employees for any injury, accident, illness, or death occurring during or by reason of the transportation so provided for my child.

Dated: \_\_\_\_\_  
Signature of Parent or Guardian

Day Phone:(     ) \_\_\_\_\_ Evening Phone:(     ) \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

City

\_\_\_\_\_

Zip Code



# Attendance Policy

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The Second District Youth Advisory Council (YAC) serves as an advisory board to Supervisor Karen Spiegel for the Second Supervisorial District of Riverside County. Being a member of YAC is a tremendous responsibility and more importantly, a privilege.

In order to have an active and efficient council, attendance at all meetings and functions must be upheld. As members of the Second District Youth Advisory Council, you will have the opportunity to get involved in your community, sharpen your leadership skills, and broaden your understanding of local County government. As leaders, we expect you to follow and be accountable for the policies adopted by the Second District Council, and set an example by acting in accordance with the adopted procedures.

## **OUR ATTENDANCE EXPECTATIONS ARE AS FOLLOWS:**

Council members are expected to attend all monthly council meetings and participate in the meetings by giving recommendations and suggestions when appropriate. We understand that occasional absences may occur, however it is your responsibility to keep your Youth Advisory Council Coordinator apprised of your schedule.

### Note on Absences:

- There are two types of absences you can accrue while serving as a council member: Excused and Unexcused absences which have been detailed below for your review.
  - **Excused Absences:** occur when you have notified your council coordinator of your absence within 24 hours in advance of the council meeting and it is approved.
  - **Unexcused Absences:** occur when you fail to notify your council coordinator of your absence within 24 hours in advance, or immediately following the scheduled council meeting.
    - If you are more than 10 minutes late at a council meeting without notice it will result in an unexcused absence.

Excessive absences from council meetings and failure to meet the participation requirements will result in dismissal from the council. Below are the specific absence guidelines that may be used as grounds for dismissal from the Second District Youth Advisory Council.

### Requirements:

- Must attend 2 council meetings per month
- Must arrive on time to council meetings and community service events.
- Must attend at least 50% of the given community service events per month.
- You are allowed to make up missed meetings and events by attending additional service events within 30 days.

### Strikes:

- If you do not make up missed council meetings and community events it will result in a strike.
- If you sign up for an event and do not show up without 24 hour advance notice will result in a strike.



Grounds for Dismissal:

- A total of three (3) unexcused absences from regularly scheduled Council meetings.
- Failure to meet requirements will result in a strike and if you receive three (3) strikes it may result in dismissal.

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Parent's Printed Name: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_



## **Second District Youth Advisory Council Participation Agreement**

Your regular participation is important to the success of the Second District Youth Advisory Council (YAC). To ensure that we have dedicated and responsible council members, we have established standards for participation and would like you to review and agree to them.

### **Youth Advisory Council Coordinator:**

Your Second District Legislative Intern & Youth Advisory Council Coordinator is **Jacqueline Armenta**

#### **Contact Information:**

Jacqueline Armenta  
Legislative Intern & Youth Advisory Council  
Coordinator to Supervisor Karen Spiegel  
4080 Lemon Street, Post Office Box  
1646 Riverside, CA 92502  
Office (951) 955-8373 | Fax (951) 955-2362  
Email: 2ndDistrictYAC@gmail.com

\* Please direct last-minute text messages, or phone calls for excusal to Jacqueline Armenta  
(951)329-0455..

### **Monthly Council Meetings:**

Youth Advisory Council meetings are scheduled twice a month and members are required to attend all scheduled meetings. You will receive a reminder of the next meeting date in advance of each meeting, and you will be provided with a meeting schedule in your Procedures Manual.

Please review the Second District Attendance Policy in order to ensure that you meet our attendance expectations by attending monthly meetings. Unexcused absences from monthly meetings will be subject to enforcement under the attendance policy. Please make sure that you know what qualifies as an unexcused absence and an excused absence from Council meetings. The Second District Attendance Policy can be found in your Procedures Manual.

In the event that meeting dates have been changed or been canceled, you will be notified via email. Council members are expected to check their registered email address once per week in order to ensure you receive any important council updates. Meetings will begin promptly at 5:30 P.M., and will last approximately 1 hour long. Excusals from council meetings are acceptable in instances of illness, family emergency, transportation issue, or prior engagement (sports, clubs, school event etc.). Please review the council Attendance Policy for further details on attendance expectations.

If you know in advance that you are not able to attend a regularly scheduled meeting, please notify your Legislative Intern in advance of the meeting in order to obtain an excuse for your absence. In order to obtain excusal please call your Legislative Intern at the office number listed above, or contact her by email, or fax message. Should you need to request last minute excusal prior to a YAC meeting or via text message, you can direct your phone calls or text messages to Jacqueline Armenta, YAC Coordinator at (951)329-0455.o

Council Meetings will take place at the following  
location: The Riverside County  
Administrative Center  
4080 Lemon Street, Riverside, California  
92501

\*subject to change

**Participation at Council Meetings:**

Please remember that while in attendance at the council meetings, members are strongly encouraged to be actively engaged in the meetings. Participation in council meetings includes actively contributing to the discussion, providing recommendations and comments. Participation and discussion during meetings is essential for the success of the council.

**Involvement Expectations:**

In an effort to get council members involved in a variety of projects and activities, each council member is required to meet the minimum Volunteer Hours requirement in addition to attending regularly scheduled meetings. Regular participation in council projects and activities is a required component of being a member of the Second District Youth Advisory Council. In order to ensure that council members are actively involved in council business, members will be held accountable to meet the below listed participation standards:

**2022-2023 Term Year Participation Requirements**

<b>Participation Term Number</b>	<b>Term Start Date</b>	<b>Community Service Hours (30 per term)</b>	<b>Term End Date</b>
1	July 31, 2023	30	December 28, 2023
2	January 11, 2024	30	May 31, 2024
	<b>TOTAL Hours Required</b>	60 hours	

Volunteer Hours can be earned in a number of ways including:

1. Volunteering at available community volunteer opportunities
2. Participating in Youth Commission events/activities/meetings
3. Participation in committee led events or projects

If you know in advance that you will be less available to volunteer during a certain term due to school conflicts or sports, you can opt to participate in events in advance. Council members are encouraged to participate in events and activities that they are interested in order to obtain the greatest gain out of their participation. Any events that you complete in excess of the required hours will be “carried over” to the next term. At the end of each term (as designated above) the council member will submit the tracking sheet for review and approval by your Legislative Intern. It is the responsibility of the council member to meet the minimum hour requirements by the term end date for each of the two terms as outlined above. Please refer to the specific Participation Tracking Sheet for detailed directions on how to record your volunteer service. If you feel that you will not be able to meet these requirements because of a conflict, please discuss it with your Legislative Intern.

Please be advised that throughout the year there will be certain activities presented during YAC meetings that are termed “mandatory events.” Mandatory events are either Youth Commission led or Council led activities. In the event that you cannot participate in a “mandatory event” due to a conflict, you must submit a request for excusal to your Legislative Intern.

We understand that medical problems, family emergencies, school responsibilities, club or sport engagements, and extreme circumstances occur. Please be aware that failure to meet the requirements by the term date can be excused or the term may be extended by the Legislative Intern. It is your responsibility as a council member to keep your Youth Council Coordinator apprised of your status, and any conflicts you may have.

This agreement is our mutual expectation of your commitment to make the Youth Advisory Council a success. Please indicate your support of and approval of this agreement by completing the required information. We look forward to a successful and enjoyable council year! We appreciate your commitment to make the Second District Youth Advisory Council a success!

I agree to participate in the success of the Second District Youth Advisory Council, and I accept the terms of this agreement.

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_