



RYLA 5170

Chairperson's Guide

ROTARY YOUTH LEADERSHIP AWARD



June 2 (-2-, 202)

Mission Springs Camp and Conference Center
1050 Lockhart Gulch Rd.
Scotts Valley, CA 95066

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Administrative Contacts

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RYLA Website – <http://www.RYLA5170.com>

About This Guide

This guide was designed to assist RYLA Chairs in District 5170 with identifying, selecting, and supporting their campers at Camp RYLA. Each Rotary Club has its own processes to select potential campers, and this guide is designed as a reference to help clubs develop their own processes. These are suggestions and need not be followed precisely, but form a good foundation on which you may wish to build your own club's program.

Dates to Remember

Important dates for each camp is posted on our website by November of the prior year:
<https://www.ryla5170.com/rotarian-information>

Generally, deadlines occur in the following months:

December- Club Reservations due

January- Payment due to the District Office

May- Online Camper Registration due

June- Camp

Camper Eligibility Requirements

It is important for your club's RYLA committee to identify students who will truly benefit from the experience and will be leaders on their return to school. While current leaders in Interact are the obvious choice, the RYLA program has proven to be a driving force in growth and founding of new Interact Clubs. Participation by non-Interact members, especially in schools without Interact Clubs, will prove beneficial in growing Interact membership.

Your Rotary Club's RYLA Committee should follow these District guidelines. For applicants to be eligible for participation, they must:

1. Be a current high school Freshman-Junior, who will return to high school the fall following camp.

2. Have demonstrated leadership experience and/or potential as shown by active participation in school or community groups.
3. Be of high moral character.
4. Be cooperative and willing to participate at RYLA as a member of a group.
5. Have an open mind and desire to grow.
6. Each Rotary Club is encouraged to sponsor an equal number of male and female campers. Males are historically more difficult to recruit.

Campers Must Agree to the Following:

Camp RYLA asks all campers to agree to the following to attend camp. You may want to take this into consideration when identifying campers.

1. Timely completion of camper registration.
2. To abide by all camp rules as outlined in the online registration.
3. Accepted applicants must be at RYLA the entire duration of camp. They cannot show up late or leave early. All campers must take the buses to camp as it is an integral piece of the RYLA experience; no exceptions. Parents cannot drive them to Mission Springs due to the problems it creates for staff.
4. Parents/guardians/caretakers accept responsibility for drop off and pick up of campers from the bus locations provided by Camp RYLA.
5. Meeting your club's requirements for participation. This may include an Orientation Meeting for accepted applicants and their families. This typically occurs in late May. RYLA participants may also be asked to attend your Rotary Club meeting to share their experiences following Camp RYLA. Check in with selected campers prior to the meeting to think about what RYLA has meant to them, what difference will it make to their life? The Club President and RYLA Chair may use this opportunity to present RYLA certificates. Any Rotarians who served as facilitators may also make a presentation on their experience at RYLA. See if you can highlight students in social media outlets or club correspondence.
6. Abide by our COVID guidelines which include vaccination, testing, and masking requirements.

Ways to identify potential RYLA Campers

1. Provide information at your regular weekly meeting. Many Rotarians know outstanding young people within the community.
2. Make a presentation to Interact club members (invite non-Interactors too!). Some clubs may give preference to the Interact President-Elect. Your presentation may feature testimonials from past campers, or our RYLA promo video (found on our website).
3. Contact students that have attended RYLA in the past to spread the word among the current sophomores and juniors about this great program. Provide them with information to pass on to their friends and acquaintances.
4. Participation by Non-Interact members, especially in schools without Interact Clubs, will prove beneficial in growing Interact membership. Send a letter to the principal of all the high schools within your area. Identify schools that other clubs are not approaching, and avoid overlapping efforts.
5. Extend your search for applications to leaders at local high schools by seeking out the ASB advisor, Band Director, Athletic Coaches, Club Advisors, Counselors, Leadership classes, and AVID programs. Wherever there is an all girls school there is probably an all boys school.
6. Clubs should also seek individual applications through scouting at organizations like community athletic programs, churches, and junior achievement organizations ([Students Rising Above](#), [Girls Who Code](#), [SMASH](#), [Boys and Girls Club](#))
7. Post the opportunity on your club's website, social media or other online outlets.

What, When, Where and How of RYLA

What: A four-day Leadership Experience designed to bring out the leader in everyone. RYLA teaches participants leadership skills, grounded in the fundamentals of our “Four Way Test.” Most of our counselors are former campers; typically still in college or early careers. Counselors and staff are truly dedicated to RYLA and aspire to become future Rotarians. All

of the staff are volunteers and spend a week of their vacation time because they love and believe in this program. Their passion shows to campers the value that Rotary brings to our communities and the world. We owe our volunteers a huge thank you for their time and commitment.

When: June 23 – June 28, 2024

Where: Mission Springs Camp & Conference Center, Scotts Valley, California.

How: All expenses & transportation are paid by the sponsoring Rotary Club– an \$950 value!

Selection Timeline

Rotary Clubs should start their selection process no later than April of each year. Your club may wish to go through an application process by which potential campers provide written responses to questions prior to being interviewed by a panel. Samples of “Applications” or potential Interview Questions are included below.

Note, if your club wishes to sponsor the incoming Interact president, please ensure that the timing of the Interact elections are consistent with RYLA Registration deadlines.

We encourage you have a selection committee interview the candidate(s).

It's very important for both Rotarians and Campers to show that we care through interviewing.

At every stage of the selection process, be mindful of not only selecting demonstrated leaders, but potential leaders who could benefit from the growth opportunities at RYLA. The following sample questions may help you identify both demonstrated and potential leaders.

This page is only a Sample.

Application

Name: _____ Grade: _____ Telephone : _____

School: _____ GPA: _____ Telephone : _____

Questions:

1. Tell us about yourself.
2. What school activities do you participate in?
3. What non-school activities are you involved in?
4. If I were to talk to your teachers, would they know you? What would they say about you?
5. If I were to talk to your fellow classmates, what would they say about you?
6. Of all the things you have done this year, what has been the most rewarding to you?
7. What leadership positions have you held or will hold?
8. Have you ever received any awards? (If so, what awards?)
9. What career plans do you have?
10. Why would you like to attend RYLA?

Please return this questionnaire to your local Rotary Club RYLA Chairperson

Interviewing Proposed Applicants

The process of interviewing proposed applicants is as follows:

1. The Committee reviews the Interview Information and determines who will be interviewed.
2. Unless there is an excessive number of applicants, consideration should be given to interview all students. There is a benefit and learning experience for the students who go through this process.

3. Your Club RYLA Committee Members should review the twenty sample questions and prioritize the ones that each wants to ask. The whole committee then works on the final selection process of questions that will be asked of every student. Ideally select 4-5 questions.
 4. Arrange for an appropriate time and place for conducting the RYLA interviews; typically during the first few weeks in March.
 5. Email, or send a letter to, each student notifying them of the day, time, and location of interviews.
 6. Allow 10 - 15 minutes for each interview. Each student should be asked the same questions. Each interviewer grades the responses and some quality attribute.
 7. After the interviews, the RYLA Committee discusses then selects which applicants they choose to send to camp, and the alternates if one or two applicants back out last minute. It is common for applicants to change their minds for various reasons.
 8. Send emails to students who were selected for participation.
 9. Send emails to students who were selected as alternates for participation.
 10. Send emails to students who were rejected for participation.
 11. It's your option if you choose to send emails to each school notifying the Principal and school contacts of the results of the selection process. Feel free to invite these people to a Rotary meeting.
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Sample Interview Questions (Select 4-5 questions.)

1. What are your plans for next year?
2. Five years from now?
3. Who has been the most important person in your life?
4. If you were trying to convince a new company to relocate in your town, what are three positive features of the community you would stress?
5. What are your three most important values?
6. If you could make one change affecting your High School, what would it be?
7. Outside your family and friends, whom do you most respect?

8. Describe a time where you overcame a difficult situation in your life.
9. What is the most important issue presently facing the President and Congress?
10. What is the last book you read for fun?
11. What are your feelings about the grade requirements for participation in extracurricular activities?
12. Outside of your classes, what activity has been the most important in terms of your personal growth?
13. What makes a good leader?
14. Why are ethics important in leadership?
15. Who do you know that you feel is an outstanding leader and why?
16. If five candidates - including you - are equally qualified, why should you be the one selected for RYLA?
17. If you had the power and money to do something good for mankind, what would it be and why?
18. As a teenager what do you see as your role in the community? (e.g. setting examples, community service)
19. Name your hero or role model you look up to, and tell us why he/she is important to you.
20. Name one thing that you have done that made you feel good about yourself.

After each interview, ask the proposed applicant if they can:

1. Be at camp the entire time (June 26th – June 30th)
2. Attend the Orientation Meeting (Have a date pre-planned before you ask)
3. Attend your Rotary Club meeting following camp

Next Steps (IMPORTANT)

1. Determine if your club is planning to have an Orientation Meeting. If so, schedule a date and send out the request for all parents and selected participants.

2. By February 1st all Rotary Club RYLA Chair's will be emailed directly a link to distribute to all selected campers. Only selected 2019 RYLA campers should be given this link. All RYLA Chairs will be notified by April 30th of their campers registration status and able to verify correct candidates.

As Rotarians it is your responsibility to get your selected campers the proper information so that they are registered and prepared for camp. RYLA Support Staff is making all efforts to make information as accessible as possible via the [RYLA 5170 Website](#), so be sure to inform your campers of this resource from the beginning. Rotarian and camper information is available and communicates all steps that need to be followed in order to deliver a successful application.

1. Campers must complete the online registration according to the directions provided by the Rotarian.

Orientation Meeting (optional)

Some clubs have an Orientation Meeting to introduce all of the participants and parents to Rotary and the RYLA program. This meeting is as much for parents as it is for campers. The campers get to learn a little more and parents feel safe and more informed about knowing where their children are going for a week. Organize your RYLA Orientation meeting at an appropriate time (May/June).

Who should consider attending:

Rotary Club President

Youth Service Chair

RYLA Chairperson for your club

RYLA Committee members

Two RYLA Campers from the previous year (they really give energy to the meeting)

This is the time to be sure that All Registration is complete from all selected campers.

Orientation Meeting Agenda:

Welcome by RYLA chair with brief overview of purpose of the meeting.

Introduction of all attendees.

Brief overview of Rotary, by Rotary Club President.

Previous RYLA Campers talk

1. RYLA is limited to ~150 Campers attending – 50/50 Male/Female is goal (30/70 is realistic) including foreign exchange students sponsored by Rotary to our District
2. Leadership skills
3. Speakers
4. Learning experiences
5. Fellowship activities
6. Learn how to work together to achieve a common goal

RYLA Chairperson discusses:

1. What to bring (a pack list is located on our website)
2. Accommodations: camp, share rooms by pre-assignment, 2-3 to a room, beds and linens provided (pillows/sheets/towels), shared bathrooms in each room.
3. Review Camp Agreements & Rules
4. RYLA Chair is a Rotarian and will be in charge of camp.
5. Ask students to take photos to document their experiences at camp.
6. Campers are required to attend a Rotary meeting after Camp to give a presentation about their experience. Parents are also invited.
7. Parents are NOT allowed to the Rotarian BBQ on Wednesday night. This is only for RYLA committee members and Rotarians.
8. Bus time/day/place
9. Review importance of calling the Rotary Club chair (you) if they are unable to attend.
10. COVID precautions and guidelines.

Resources

Camp Agreements & Rules

These rules, expectations, and agreements of Camp RYLA have been implemented to foster community, and a collaborative and fun experience for all campers and staff.

1. Campers must be present at camp for the duration of the program and the scheduled activities. Attendance will be taken. All campers must arrive and depart camp via the arranged buses. Drop-offs and early departures/tardy arrivals will not be accommodated.
2. Campers must remain on Mission Springs campus at all times.
3. Lanyards must be worn and visible at all times, including free time.
4. RYLA apparel (shirts and sweatshirts) must be worn at all times, excluding free time. Apparel shall not be altered in any way.
 - a. Due to the pandemic, more activities will be taking place outdoors. We encourage campers to bring outerwear to keep themselves warm.
5. Dress for SPARC while at camp.

Dress for **Safety**

Dress the **Part**

Dress **Appropriately**

Dress **Respectfully**

Dress for **Comfort**

6. Electronics are off while RYLA is on. Please be considerate of presenters and fellow campers when using your cell phone and electronics. We encourage campers to minimize their screen time at camp.

7. Be respectful of other individuals' personal belongings and space, as well as the Mission Springs campus.
8. County noise ordinance begins at 10:00 pm and ends at 7:00 am. Be cognizant of noise levels on camp grounds.
9. During "Lights out," you are expected to check in with your counselor and return to your assigned room. Staff will be conducting rounds to ensure all campers are accounted for.
 - a. Due to the pandemic, campers may not be in rooms they are not assigned to.
10. Campers must adhere to the "One Bed, One Body" rule.
11. Ensure that behavior and materials at camp are kept RYLA-rated, as we seek to foster an inclusive and welcoming environment for all. Behavior and materials which may be offensive to others should not be brought or accessed at camp.
12. Campers agree that your bags may be subject to search at any time.

Health & Safety

1. All Camp RYLA Staff are state mandated reporters. By law, they must report any suspicion of minors being harmed, at risk of harm, causing harm to oneself or others.
2. Campers shall use the buddy system and notify a Counselor of your whereabouts at all times including outside of programmed activities. Campers should never be alone.
3. Campers shall notify a member of RYLA Staff of any health concerns or problems immediately.
4. All medications must be in their original packaging with English language instructions and will be collected by and kept with the Camp Wellness Coordinator during the course of the week. The ONLY medications that may remain with campers are inhalers, EpiPens, and birth control.
5. Rooms must have clear pathways to exit in case of emergencies.
6. Campers must follow all emergency protocols outlined by Staff.

7. Campers must be masked during all indoor activities.

Immediate Expulsion from Camp

1. Absolutely no drugs, smoking/vaping, or alcohol. Possession of any contraband, related paraphernalia, or being under the influence during camp will also result in being dismissed from camp.
2. Absolutely no kissing, sexual acts or unwanted physical touching.
3. Absolutely no weapons (guns, knives, pocket knives, etc) or an item that threatens other people's safety will be permitted at Camp RYLA. If you are found in possession of these items, you will be dismissed from Camp IMMEDIATELY.
4. RYLA Staff reserves the right to exercise their judgment to maintain the integrity of camp. RYLA Staff may dismiss a camper if deemed necessary.
5. A guardian must be accessible throughout the entire week of camp, and will be responsible for picking up their camper at Camp RYLA should their camper be sent home.

At all times, keep the Rotary 4 Way Test in mind:

1. Is it true?
2. Is it fair?
3. Will it be beneficial to all concerned
4. Will it build goodwill and better friendships?

COVID Policy

Currently, COVID is still a risk, therefore, Camp RYLA 5170 will require you and your family to help us keep our camp community safe from outbreaks by following protocols we determine are necessary to mitigate the risk of disruption to our camp program.

All campers and RYLA 5170 staff will be required to be fully vaccinated as currently defined by the CDC (January 1, 2021), and boosted (receiving one mRNA shot) prior to attending camp. Personal and/or

medical exemptions will not be considered. Additionally, all campers and staff will have to provide proof of a negative COVID test. Further details will be provided closer to the start of camp.

All meals and group gatherings will be held outside and/or in well ventilated areas. All campers and staff will be required to wear masks that cover their nose and mouth. Each camper and staff member will be provided a new mask each day. Lastly, daily symptom and temperature checks will be conducted and any camper or staff member who is found to have a fever will be sent home.

Please read and acknowledge the following:

- We understand that the circumstances surrounding COVID-19 are fluid and constantly changing.
- We understand that the State of California and/or Santa Cruz County may impose mandates or give guidance before our retreat that are different from the circumstances we originally agreed to with Camp RYLA 5170.
- We understand that Camp RYLA 5170 and Mission Springs will abide by the State of California and Santa Cruz County guidance regarding COVID-19 leading up to and during camp including masking and vaccination requirements.
- We understand that Camp RYLA 5170 will, to the best of their ability, take action to protect all campers and staff members, which may impose additional measures above and beyond state and/or county requirements.
- Additionally:

COVID-19 has been declared a global pandemic by the World Health Organization and is extremely contagious. Camp RYLA 5170 has put in place preventative measures to reduce the spread of COVID-19 at our in-person camp; however, Camp RYLA 5170 cannot guarantee that attendees will not become infected with COVID-19. By registering for Camp RYLA 5170, I, acknowledge the contagious nature of COVID-19; voluntarily assume the risk that my camper may be exposed to or infected by COVID-19 by attending Camp RYLA 5170 which exposure or infection may result from the actions, omissions, or negligence of them and others, including, but not limited to, Mission Springs Conference Center staff, Camp RYLA 5170 volunteer staff, volunteers, and program participants and their families; acknowledge that such exposure or infection may result in personal injury, illness, permanent disability, and death; and hereby release, covenant not to sue, discharge, and hold harmless Camp RYLA 5170, its volunteer staff, agents, and representatives, of and from any injury to me resulting from being exposed to or infected by COVID-19 in connection with my camper's attendance at Camp RYLA 5170 (including claims based on the actions, omissions, or negligence of Camp RYLA 5170, its volunteer staff, agents, and representatives).

We will continue to keep the COVID information page on the camp website updated as health policies and protocols for this summer may change. We thank you for reading our emails and other communication we provide.

