

Dear 2024 YAC,

That's right, we said **YAC!**

Congratulations! You have been accepted as a member of the 2024 Youth Advisory Council (YAC). As a YAC, you will be an essential part of the success of the 2024 Summer Leadership Conference and we are so excited to have you as part of the team!

We have a ton of work to do to get ready for August but we know you are up for the challenge. Plus, we're going to have a blast along the way! To help you prepare, we have scheduled the following trainings:

- **Saturday, April 13 from 10:00AM - 4:00PM** at the LMTI office 150 Meadowlands Pkwy Suite 102, Secaucus, NJ 07094
- **Saturday, May 11 from 1:00PM - 4:00PM** at the LMTI office 150 Meadowlands Pkwy Suite 102, Secaucus, NJ 07094
- **Saturday, June 22 from 10AM - 4PM** at the LMTI office 150 Meadowlands Pkwy Suite 102, Secaucus, NJ 07094
- ***OVERNIGHT* Saturday, July 20 - Sunday, July 21** at the Secaucus Recreation Center 1200 Koelle Blvd, Secaucus, NJ 07094
- **Saturday, August 10 from 10:00AM - 4:00PM** at the LMTI office 150 Meadowlands Pkwy Suite 102, Secaucus, NJ 07094
- **Camp: Sunday August 18 - Friday August 23** at Camp Mason 23 Birch Ridge Rd, Hardwick Township, NJ 07825

A reminder for these trainings, will be sent closer to each date

Here are your first official tasks as a YAC:

1. YAC Training & Attendance Policy- Please be sure to carefully review the attached document with your parents or guardians so that you are familiar with it.
2. Parent/Guardian Acknowledgment Letter- Please be sure to carefully review this document with your parents or guardians so that you are familiar with it
3. REMIND 101- We will use Remind to send out reminders and information to all of you when we are not together. These are done in the form of text-alerts that you will receive via Remind . Both parents and YACs are encouraged to sign up. To join this class please text @2024yac to 81010. Please do this by April 1st.
4. Complete this YAC Google Form by the first training on April 1st: <https://forms.gle/rsWUuDTJwB2DeBw27>
5. Respond to this email confirming that you accept the YAC position and have seen this email.

Thank you so much for your commitment to LMTI. We are looking forward to working with you!!

Sincerely,

LMTI YAC Selection Committee

Dear YAC Guardians,

Congratulations on your student's acceptance as a member of the 2024 Youth Advisory Council (YAC)! You should be extremely proud of this accomplishment. We are looking forward to working with your YAC over the course of the next several months to strengthen their leadership skills and to prepare them for their role at the 2024 Summer Leadership Conference.

The commitment related to being a YAC is a great one- between trainings and time spent at camp your child will be spending a significant amount of time with us through the end of the summer- and we couldn't be more excited!

We are so appreciative of the time that our YACs put into this process; we are just as appreciative of the time that you put into it. We truly consider our YAC parents and guardians to be a vital partner in the success of the YAC program, and of LMTI. From driving carpools of teenagers up and down the New Jersey Turnpike/Garden State Parkway, to letting out of town YACs stay at your home, to listening to your teens go on and on about their LMTI experience (even when you can't always grasp how red wagons and hamster dances fit into the grand scheme of it all)- we know **you** are invested in LMTI. We appreciate you so much.

YACs are the not-so-secret ingredient to the success of LMTI. YACs bring the heart, soul, and passion to the LMTI experience for our new participants. Equally as important to those more innate qualities are the leadership skills we teach and the preparation that our young leaders will receive as a result of their active participation in trainings. We know that our YACs are involved in sports, theater, part-time jobs, extracurricular activities, and responsibilities at home. Because we know that YACs are not just leaders for us, we work within a fair attendance policy that highlights the critical importance of their full participation in LMTI trainings, but also does not minimize the importance of their other commitments.

Please review the enclosed Attendance Policy & Procedures document with your YAC. This way, when/if a conflict does arise, you are both aware of how to proceed. Be sure to also check the YAC training dates and Summer Leadership Conference dates (note that YACs must be at Camp Mason on **Sunday, August 18 at 2:00PM**) now against any potential summer vacations so that plans can be made accordingly.

Thank you for sharing your student with us and for allowing them to help make a difference in the lives of New Jersey youth. If you ever have any questions about the YAC program, or about the Lindsey Meyer Teen Institute, please do not hesitate to contact Mariela Ramos at MRamos@pipnj.org

Most sincerely,



Rachel Taylor
LMTI Program Supervisor

2024 YAC Training Attendance Policy and Procedure

<p style="text-align: center;">2024 YAC Training Dates:</p> <p>April 13 (10am-4pm) May 11 (1pm-4pm) June 22 (10am-4pm) July 20-21 (Overnight) August 10 (10am-4pm)</p> <ul style="list-style-type: none"> • The 4/13, 5/11, 6/22, and 8/10 events will be held at the Partners in Prevention Office, 150 Meadowlands Pkwy Suite 102, Secaucus, NJ • The overnight training 7/20-7/21 will be at the Secaucus Recreation Center 1200 Koelle Blvd, Secaucus, NJ 07094 	<p style="text-align: center;">ATTENDANCE POLICY</p> <p>Attendance at each of the training sessions is <i>critically</i> important to the success of the YACs. We expect that every effort will be made to attend <i>all</i> training sessions. However, we do understand that conflicts may arise and therefore will allow all YACs one (1) excused absence, provided that you follow the procedure detailed below. Beyond that, any additional absences will be reviewed by the LMTI staff on a case by case basis.</p>
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<p>SUMMER LEADERSHIP CONFERENCE INFO Sunday, August 18– Friday, August 23</p> <p>Please note that your full participation in the Summer Leadership Conference is mandatory. This means that you cannot arrive late or leave early. For YACs and other staff members, the conference begins on Sunday at 2:00 PM.</p>
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MISSED TRAINING PROCEDURE (NON EMERGENCY)

In a non-emergency situation (i.e. family vacation, sports game, etc), please adhere to the following procedure:

1. Prior to the training (**cannot** be the day of the training), contact the LMTI staff informing them of the training that you will be missing and the reason for the absence. Please contact the staff via email or Remind 101.
2. The LMTI staff will respond and acknowledge the absence and will let your YAC Coordinators know.
3. LMTI will contact you with any missed assignments, instructions, or information.

We would appreciate **at least 7 days notice** if you must be absent from a training. This allows us time to adjust the training accordingly and to communicate properly with your YAC Coordinators.

Even if you have previously informed the LMTI staff of a conflict (either verbally or on your application), you must follow the above steps to confirm the absence.*

MISSED TRAINING PROCEDURE (EMERGENCY)

In an emergency situation (family emergency, illness), please adhere to the following procedure:

1. As soon as possible, notify the LMTI staff of the circumstances via phone, email, or Remind 101.
2. The LMTI staff will respond and acknowledge the absence and will let your YAC Coordinators know.
3. LMTI will contact you with any missed assignments, instructions, or information.

LMTI CONTACT INFORMATION:	150 Meadowlands Pkwy Suite 102, Secaucus, NJ	Ella Ramos (201) 614-2117 MRamos@pipnj.org www.njlmti.org
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