

**California Institute on Leadership and Politics**  
**State Capitol and University of California, Davis**  
**August 11 - 14, 2013**

**ORIENTATION PACKET**

Congratulations on your acceptance to the California Institute on Leadership and Politics. This packet contains important information on when to arrive, what to expect and how to prepare for the program. Please read it carefully and write or call us if you have any questions. We look forward to your participation in this unique educational experience.

***PLEASE RETURN THE ENCLOSED REGISTRATION FORM WITHIN 10 DAYS.*** Your tuition payment will guarantee your place in the Institute. If you will not be attending, please notify us as soon as possible so that we may offer your space to another interested student.

**PROGRAM OVERVIEW**

State government decision makers have great impact on our everyday lives. The Institute is an exciting behind-the-scenes exploration of power and politics in California. The program begins Sunday, August 11<sup>th</sup>, at the University of California, Davis with an orientation on the issues and personal ties that dominate state politics. The program will conclude on Wednesday, August 14<sup>th</sup>, with a Graduation Ceremony.

During the Institute week, you will have a unique opportunity to meet and question the powerful leaders from politics, government, and the media who make things happen in California. These sessions will be held in the State Capitol building, the center of government in California, where we will travel by chartered bus daily.

Topics of discussion and debate vary during each session, depending upon current events and questions challenging California. Issues we anticipate examining this year include:

- \* Revitalizing California's Schools
- \* The Brown Administration
- \* California's Changing Demographics
- \* Ballot Initiatives as a Political Tool
- \* The California Constitution
- \* Young People in Politics: Action or Apathy?

Each evening the Institute staff will lead small group discussions on the speakers and topics of the day. These sessions help draw educational lessons from the day's events and prepare students for the next day's speakers. You will also probe the opinions of your peers in lively discussions and debates on current issues in the news.

## AGENDA

Sunday, August 11 <sup>th</sup> , 2013	Registration/Orientation/Keynote Speaker
Monday, August 12 <sup>th</sup> , 2013	Speakers Program/Debates/Workshops at the California Statehouse
Tuesday, August 13 <sup>th</sup> , 2013	Speakers Program/Debates/Workshops at the California Statehouse
Wednesday, August 14 <sup>th</sup> , 2013	Culminating Activities/Graduation

## TUITION & FUNDRAISING

**Please mail your \$495 tuition fee and Registration Form to: The Junior Statesmen Foundation, 800 South Claremont, Suite 202, San Mateo, CA 94402.** Checks should be made payable to The Junior Statesmen Foundation. **In order to hold your place in the Institute, we must receive these items within 10 days.**

The Institute tuition includes housing in a student residence hall at UC Davis, breakfast and dinner on campus, transportation to and from the California State Capitol in Sacramento and all academic activities and materials. You will need to buy lunches near the Capitol during the week. There are many inexpensive restaurants in the area.

Some students, through their own fundraising efforts, receive partial or full scholarships from local donors. Contributors should send donations to the Foundation office in San Mateo, CA with an accompanying letter or memo naming the student who solicited their donation. Checks should be made payable to The Junior Statesmen Foundation. For more information on how to raise money in your community, please read the **Fundraising Manual**, which is accompanied in this packet.

## ARRIVAL & REGISTRATION

Registration will take place **Sunday, August 11<sup>th</sup> - from 9:00 a.m. until 11:00 a.m.** at Bixby Hall which is located at 625 Regan Hall Circle, Davis, CA 95616. Please consult <http://campusmap.ucdavis.edu/> for more details.

Students are responsible for arranging their transportation to UC Davis (Please see attached Transportation Form for information on airport arrivals). Students traveling by adult driven car (or by shuttle from the airport) should arrive at UC Davis Sunday, August 11<sup>th</sup> from 9:00 a.m. until 10:00 a.m. **Students may not drive a car to the Institute or have a car at the Institute - NO EXCEPTIONS!**

## GRADUATION & DEPARTURE

Graduation will be in the afternoon **on Wednesday, August 14<sup>th</sup> at 2:00pm.** Guests are welcome to attend, and details regarding the ceremony will be available at Registration. The Institute will conclude by 3:00 p.m. **Students being picked up at the University will be able to check out at 3:00 p.m. Students traveling by plane should not book flights departing before 5:00 p.m.**

Students leaving campus at the conclusion of the program with someone other than their parents or guardian must provide written permission from their parents to do so. This permission must be received prior to the program.

## HOUSING

Institute students will be housed in suites in the Segundo Residence Halls. Male and female students will be housed separately. Institute staff members are housed on each floor and are responsible for the supervision of the students. Roommate selection is done in advance and cannot be changed. If you would like to share a room with someone you already know, **both** students must return the enclosed Roommate Request Form to the Junior Statesmen Foundation Office by **July 1, 2013**.

Students will be responsible for leaving their room in the same condition in which they found it and will be charged for any damages that occur. There is a significant replacement charge for lost keys and meal cards. ***Please make sure to bring a key chain so you will not lose your key or access card.***

## WHAT TO BRING

You should pack clothing that is appropriate for daily sessions in government buildings and for the graduation luncheon. When meeting public officials, you should dress as if you were going to a job interview or formal event. **Jeans, shorts, T-shirts, and tennis shoes are not appropriate attire for meeting with our speakers.**

Remember to pack comfortable shoes (not athletic shoes) as we will be doing a good deal of walking. Consider bringing a sweater; the meeting rooms we use are air-conditioned and get very cool. Also, be sure to bring comfortable informal clothing to wear on campus in the evenings. There is a swimming pool available at Emerson Hall. There will be some time for informal recreation during the week and a social event on Wednesday night.

The following lists of clothing and other important items will help you get started packing:

### Females

business attire (dress or pant suit, dress slacks & jacket)\*  
3 blouses, skirts or dresses (knee-length or longer)\*  
dress shoes & nylons\*  
shorts  
jeans  
t-shirts  
underwear  
pajamas  
sandals or tennis shoes  
light jacket or sweater

### Males

business attire (suit, dress slacks & sports jacket)\*  
3 dress shirts & ties\*  
dress shoes & socks\*  
shorts  
jeans  
t-shirts  
underwear  
pajamas  
sandals or tennis shoes  
light jacket or sweater

\* Students will need to dress up for sessions on Monday, Tuesday, Wednesday, and Thursday.

- |  |  |
|--|--|
| 1. Hand towels, wash cloths, soap                        | 6. Hangers   |
| 2. A notebook and pens                                   | 7. A camera (optional)   |
| 3. Warm blanket or sleeping bag                          | 8. Alarm clock   |
| 4. Key chain or neck lanyard (recommended)               | 9. Personal Items (toothbrush, toothpaste, shampoo, deodorant etc) |
| 5. Spending money (for daily lunches, snacks, souvenirs) |  |

**Students should not bring valuable items to the Institute.** While the dormitory is staffed 24 hours a day, we will be off campus during the day. Neither UC Davis nor The Junior Statesmen Foundation can assume responsibility for your personal belongings.

## EXPERIENCE THE JUNIOR STATE OF AMERICA!

Throughout the Institute, you will participate in lively discussions and debates on current issues with your peers. These debates are an excellent introduction to the **Junior State of America**, the largest, student-run political education organization in the country! Founded in 1934 by high school students, JSA today involves over 10,000 participants across the country.

After attending the Institute, we hope that you will join or found a JSA chapter at your high school. Typical chapter activities include student debates of controversial issues, bipartisan speakers programs, mock trials, candidate nights, voter registration drives and school-wide assemblies on campus issues. JSA chapters are the center of political activity and awareness in their high schools. Members across the state also meet at three overnight weekend conventions each year. *So, come prepared to get the tools you'll need to join the most exciting and political student-run organization in the country!*

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## INSTITUTE RULES

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1. Students must reside in Institute housing during the week. Under no circumstances can they commute to the program.
2. Students must attend all Institute functions unless excused by a staff member.
3. Students are not permitted to leave campus without permission. They may not leave with a relative (other than their parents) or any other adult unless specific written permission is received from their parents in advance.
4. Students may not drive a car during the week or ride in a car unless an Institute staff member drives it.
5. Students are to be in their own room and quiet at 11:00 p.m. each night.
6. No use of illegal drugs, alcohol, or cigarette smoking will be permitted.
7. Housing is segregated by sex and students may not be on the floor of the opposite sex.
8. Harassment, sexual or otherwise, of any other student, or staff person, will not be permitted.
9. Other common sense rules may be announced by the Institute Director, as the need arises.

**Violation of these rules will result in appropriate disciplinary procedures, and students may be dismissed from the program and sent home without refund of tuition.**

## VISITORS

Because the Institute is a short, intensive week of politics and government, no visitors are allowed during the week. The only exception is that parents may visit. Parental visits, if necessary, should be limited to a few minutes in the evening and should not conflict with any scheduled event.

Students leaving campus at the conclusion of the program with someone other than their parents or guardian must provide written permission from their parents to do so. This permission must be received prior to the program.

## WHAT TO DO IN ADVANCE

Institute students are encouraged to read the Los Angeles Times ([www.latimes.com](http://www.latimes.com)), the Sacramento Bee ([www.sacbee.com](http://www.sacbee.com)) or another major metropolitan daily. These newspapers are available on the Web. Students should also watch the news during the weeks prior to the Institute. Look for coverage of the issues previously mentioned, and keep in mind that the program will be shaped by the topics that interest you and your peers. Some other media resources include:

[www.rumble.com](http://www.rumble.com) (Daily summaries of news articles about California politics)

[www.sfgate.com](http://www.sfgate.com) (San Francisco Chronicle)

[www.bayarea.com](http://www.bayarea.com) (San Jose Mercury News)

[www.ca.gov](http://www.ca.gov) (California Home Page)

[www.governor.ca.gov](http://www.governor.ca.gov) (Office of the Governor)

[www.ss.ca.gov](http://www.ss.ca.gov) (California Secretary of State)

[www.smartvoter.org](http://www.smartvoter.org) (Nonpartisan election information)

[www.calvoter.org](http://www.calvoter.org) (Nonpartisan organization applying the responsible use of technology to the democratic process)

[www.ca.lwv.org](http://www.ca.lwv.org) (Nonpartisan organization encouraging participation informed and active participation in government and policy making)

## IN CONCLUSION

Get ready for an exciting educational adventure that offers:

- “ A behind the scenes look at the workings of state politics and government in action.
- “ An opportunity to polish your speaking, analytical, and leadership skills so that you can play a more active role in your school and community.
- “ A front row seat for the deliberations of the executive, legislative and judicial branches of government.
- “ An opportunity to exchange ideas with powerful state leaders.
- “ A chance to discuss and debate some of the major issues facing your region with high school students from throughout the state.
- “ An experience of college life.
- “ An opportunity to make new friends as you experience first hand the drama, politics and excitement of the world of government and politics.

If you are interested in reviewing a sample daily schedule, please visit the Institute portion of the Junior Statesmen web site, [www.jsa.org](http://www.jsa.org). While the speakers and topics will vary, the program will be similar to this schedule.

Please don't hesitate to contact Jaime Contreras, Institute Director, if you have any questions about the Institute. Call, toll-free, 800-334-5353 or e-mail at [jcontreras@jsa.org](mailto:jcontreras@jsa.org)

CALIFORNIA INSTITUTE ON LEADERSHIP AND POLITICS  
**PARENTAL PERMISSION FORM**  
UNIVERSITY OF CALIFORNIA AT DAVIS  
August 11<sup>th</sup> -14<sup>th</sup>, 2013

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ TELEPHONE(\_\_\_\_) \_\_\_\_\_

\_\_\_\_ MALE \_\_ FEMALE \_\_ AGE \_\_\_\_ BIRTH DATE \_\_/\_\_/\_\_\_\_

HIGH SCHOOL \_\_\_\_\_

WHEN WILL YOU GRADUATE FROM HIGH SCHOOL? 2014 2015 2016 (circle one)

**PARENTS' STATEMENT**

I/We have read the Orientation Packet and we agree to allow our son/daughter to attend The Junior Statesmen Institute on California Politics and Government, subject to all Institute rules governing conduct both on and off campus. We understand that our son or daughter may be sent home during the session for any serious health reasons or conduct violations, without a refund. Institute officials are authorized to obtain, at our expense, any emergency medical service that our son or daughter may require.

\_\_\_\_\_ DATE \_\_\_\_\_ PARENT'S OR GUARDIAN'S SIGNATURE

Mother's name \_\_\_\_\_

Mother's email address: \_\_\_\_\_

Father's name \_\_\_\_\_

Father's email address: \_\_\_\_\_

Mother's daytime phone number ( ) \_\_\_\_\_

Father's daytime phone number ( ) \_\_\_\_\_

Mother's evening phone number ( ) \_\_\_\_\_

Father's evening phone number ( ) \_\_\_\_\_

**Return to: Institute Director, The Junior Statesmen Foundation, 800 South Claremont, Suite 202, San Mateo, CA 94402**

**MEDICAL INFORMATION FORM**

UNIVERSITY OF CALIFORNIA AT DAVIS

August 11<sup>th</sup> – 14<sup>th</sup>, 2013

<h2>Medical Information Form</h2> <p>This form should be filled out by parent or guardian and should be returned to The Junior Statesmen Foundation within three weeks of receiving the packet.</p>	
Student Name	Stanford University Campus
Address	City, State, ZIP
Father/Guardian	Mother/Guardian
Daytime Phone	Daytime Phone
Evening Phone	Evening Phone
Cell Phone/Pager	Cell Phone/Pager
Email	Email
First Emergency Contact (other than guardian; must be in the U.S.)	Second Emergency Contact
Relationship to Student	Relationship to Student
Daytime Phone	Daytime Phone
Evening Phone	Evening Phone
Cell Phone/Pager	Cell Phone/Pager
Email	Email
<h2>Medical Insurance</h2>	
<p>All students must attach a photocopy of both sides of your insurance and pharmacy cards (front and back) to this form.</p>	
Medical Insurance Provider	Policy/group No.
Address of Insurance Company	
Name of Policy Holder	Date of Birth of Policy Holder
Employer of Policy Holder	Prescription Card No.

<h2 style="text-align: center;">Medical Information Form - page two</h2> <p>This form should be filled out by parent or guardian and should be returned to The Junior Statesmen Foundation within three weeks of receiving the packet.</p>	
<p>Student Name</p>	<p>Stanford University Campus</p>
<h3 style="text-align: center;">Medications You'll Have on Campus:</h3> <p><i>(Please note that the Junior Statesmen Staff will only administer Advil or Tylenol and no other medications. If your child is prone to stomach aches, colds and coughing, it is your responsibility to pack whatever over the counter medications they might require. Also, The Junior Statesmen Staff will <b>not</b> be responsible for administering necessary prescription medications to your child.)</i></p>	
<p><input type="checkbox"/> My child does NOT take regular prescription medication at this time.</p>	
<p><input type="checkbox"/> My child TAKES regular prescription medication; they are listed below.</p>	
<p>Medication Name:</p>	<p>Medication Name:</p>
<p>Medication Name:</p>	<p>Medication Name:</p>
<h2 style="text-align: center;">Allergies</h2>	
<p>Do NOT give my child the following medications under any circumstances</p>	
<p>Please list allergies to medications, food, insect bites, etc.</p>	
<p>Does your child carry and EpiPen for allergies?   <input type="checkbox"/> Yes   <input type="checkbox"/> No</p>	
<h2 style="text-align: center;">Medical History</h2> <p><i>My son/daughter has the following health problems/special needs of which you should be aware.</i></p>	
<p>Describe</p>	
<p>History of Operation or serious illness?</p>	<p>Is your child under the care of psychologist, psychiatrist or counselor? If so provide details on a separate page.</p>
<p>Anything that we should know about your child physically or mentally?</p>	
<p>I signify this medical information is true to the best of my knowledge</p>	
<p>Signature of Parent/Guardian</p>	<p>Date</p>

STUDENT'S NAME: \_\_\_\_\_

PHONE(\_\_\_\_)\_\_\_\_\_

CALIFORNIA INSTITUTE ON LEADERSHIP AND POLITICS

## TUITION FORM

UNIVERSITY OF CALIFORNIA AT DAVIS

August 11<sup>th</sup> - 14<sup>th</sup>, 2013

**The Institute tuition is \$495, and your tuition is due within 10 days.**

Your tuition is refundable as long as you notify The Junior Statesmen Foundation, in writing, at least two weeks prior to the start of the program. However, in accordance with federal tax laws, any scholarship contributions given in your name are not refundable. If any service clubs, other organizations, or family friends are paying all or part of your tuition, please ask them to mail their check directly to the Foundation office in San Mateo, CA, with a note designating the money for your tuition.

**If you have questions about scholarships or tuition, please contact The Junior Statesmen Foundation at 800/334-5353.**

\_\_\_\_ Enclosed is my \$495 tuition.

I am paying by:

\_\_\_\_ Check (make payable to The Junior Statesmen Foundation)

\_\_\_\_ Credit Card (please circle one)

VISA

MasterCard

AMEX

Discover

Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

CID number (3 digit number on back) \_\_\_\_\_

Card Holder's Name \_\_\_\_\_

Card Holder's Signature \_\_\_\_\_

**Return all forms to:  
Student Services Coordinator  
The Junior Statesmen Foundation  
800 South Claremont - Suite 202  
San Mateo, CA 94402**

STUDENT'S NAME: \_\_\_\_\_

PHONE(\_\_\_\_)\_\_\_\_\_

CALIFORNIA INSTITUTE ON LEADERSHIP AND POLITICS

## ROOMMATE REQUEST FORM

UNIVERSITY OF CALIFORNIA AT DAVIS

August 11<sup>th</sup> – 14th, 2013

The Institute housing list will be turned in to the University in late July. Roommate selection is done in advance and cannot be changed. If you would like to share a room with someone you already know, both students must return this form to the Junior Statesmen Foundation Office by **July 1<sup>st</sup>, 2013**. The tuition of both students **must be fully paid** if the roommate request is to be honored.

**Please complete the following information. Both students should complete their form individually.**

Institute: CA

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

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

\_\_\_\_\_

High School: \_\_\_\_\_

Graduation Year: \_\_\_\_\_

I wish to room with \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Return to: The Junior Statesmen Foundation, 800 South Claremont, Suite 202, San Mateo, CA 94402**

STUDENT'S NAME \_\_\_\_\_ PHONE ( ) \_\_\_\_\_

CALIFORNIA INSTITUTE ON LEADERSHIP AND POLITICS

## TRANSPORTATION FORM

UNIVERSITY OF CALIFORNIA AT DAVIS

August 11<sup>th</sup> – 14<sup>th</sup>, 2013

Students should arrive at U.C. Davis between 9:00 a.m. and 11:00 a.m. on Sunday, August 11<sup>th</sup>, 2013.

The Junior Statesmen Foundation cannot provide transportation to or from the Sacramento Airport or Greyhound/Amtrak Station. However, the Junior Statesmen Foundation staff will be happy to assist students with travel plans.

If you are having any trouble making travel arrangements, please call The Junior Statesmen Foundation for advice.

### ARRIVAL (circle one)

- I will be arriving at the Sacramento Airport on Sunday, August 11<sup>th</sup>, 2013  
Arrival Time \_\_\_\_\_ Flight # \_\_\_\_\_ Airline \_\_\_\_\_  
Departure City \_\_\_\_\_
- I will be arriving at the Greyhound/Amtrak Station in Davis on Sunday, August 11<sup>th</sup>, 2013  
Arrival Time \_\_\_\_\_ Amtrak or Greyhound \_\_\_\_\_ Bus/Train # \_\_\_\_\_  
Departure City \_\_\_\_\_
- I will be arriving at U.C. Davis by an adult driven car on Sunday, August 11<sup>th</sup>, 2013 between 9am-11am.

### DEPARTURE (circle one)

- I will be departing from Sacramento Airport  
Departure Time \_\_\_\_\_ Flight # \_\_\_\_\_ Airline \_\_\_\_\_  
Arrival City \_\_\_\_\_
- I will be departing from the Greyhound/Amtrak Depot  
Departure Time \_\_\_\_\_ Amtrak or Greyhound \_\_\_\_\_ Bus/Train # \_\_\_\_\_  
Departure City \_\_\_\_\_
- I will be departing from U.C. Davis by an adult driven car on Wednesday, August 14<sup>th</sup> at 3:00 p.m.

Please return your Transportation Form to:  
Student Services Coordinator  
The Junior Statesmen Foundation  
800 South Claremont, Suite 202  
San Mateo, California, 94402  
Toll Free: 800/334-5353 Fax:650/347-7200  
email: lbrown@jsa.org