

# Angelo Del Toro Puerto Rican/Hispanic Youth Leadership Institute

March 24-26, 2012



THE STATE EDUCATION DEPARTMENT/ THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY



## RULES OF CONDUCT

1. **Cooperation:** Participants will show respect for the rights, privacy, and property of others. Participants will respect and cooperate with Institute staff, adult chaperones, and other participants. Male and female youth may only visit one another in specified hospitality rooms, never in individual's hotel rooms. At no time are male participants permitted to visit female participants in their rooms or vice versa.
2. **Participation:** Participants must comply with the schedule for Institute functions, including activities, workshops, meals and curfew. Youth delegates must inform their chaperones of their whereabouts at all times.
3. **Property:** The State is not responsible for safeguarding your property. Participants will safeguard their personal property and property of others who may share their hotel room, and will show respect for the property and facilities of the hotel and Institute facilities. A room inspection and inventory of hotel property list will be conducted upon arrival and departure. Participants are financially liable for damages. All facilities must be left clean and orderly. Hotel property is not to be removed from rooms.
4. **Dress:** Delegates will dress appropriately for all Youth Leadership Institute activities. During some activities students may use appropriate informal attire (i.e. Jeans, T-shirts, sneakers, etc.) Appropriate business attire is required for the Mock Assembly, and semi-formal attire for the Student Recognition Dinner.
5. **Identification and Registration Packet:** Participants are required to wear the Institute identification badge and carry a photograph identification (School ID or driver's license) at all times during the weekend. You will find your name badge in your packet. This badge is very important. It is your ticket for bus transportation, meals and all Institute events. All staff and volunteers at the Institute will wear name badges for the same reason. Please keep and wear your badge at all times.
6. **Alcoholic Beverages/Drugs:** Possession and/or use of alcoholic beverages or illegal drugs other than those prescribed by a licensed doctor, is forbidden and will result in immediate dismissal from the Youth Leadership Institute. Offenders will be reported to the appropriate authorities. Advisors/Chaperones must be advised of all medications prescribed for members of their delegation. Parents/Guardians will be contacted if any violation of this rule is determined and will be responsible for any incurring transportation or other expenses associated with dismissal from the Institute.
7. **Weapons/Firearms:** Possession of weapons and/or firearms will result in immediate dismissal from the Youth Leadership Institute. Offenders will be reported to the appropriate authorities. Parents/Guardians will be contacted and will be responsible for any incurring transportation or other expenses associated with the violation of this rule.
8. **Room Assignment Check & Curfew:** All students are required to be present for a nightly room check to be done by chaperones. Failure to observe curfew without expressed permission from a chaperone will result in dismissal from the Youth Leadership Institute.

9. **Smoking**: Courteously adhere to rules of non-smoking in designated areas.
10. **Activities**: All students will adhere to the Institute program and agenda. Everyone must be on time for scheduled activities. All students will remain in the group they have been assigned to, and will maintain room assignments from the beginning to the end of the Youth Leadership Institute. Pool, fitness room and blliard room are off limits. **NO EXCEPTIONS.**
11. **Student Contract**: All students will adhere to the rules as outlined and will affirm their agreement by signing a contract to this affect. This form must be submitted to attend PR/HYLI. If a student is dismissed from the Institute he/she will be sent home and the parents/guardian's will be responsible for all expenses incurred. The school principal will be notified and any scholarship to be awarded by the Youth Leadership Institute will be forfeited.
12. **Lodging**: In the event of an emergency, your parent/guardian can reach you during the Institute at the following hotel:
- The Holiday Inn  
205 Wolf Rd  
Albany, NY 122085  
518-458-7264
- Curfews will be enforced and are to be observed by everyone. Hotel room visitation rules will be strictly enforced. Participants are to wear appropriate clothing at all times when they are outside their hotel rooms. See item # 4.
13. **Legislative Building**: Cameras and cell phones are allowed. At the security checkpoints, participants will be required to remove their coats and send personal belongings through the security monitors. All pen knives, metal nail files, and any other items that may be taken at the security checkpoints should be left at home. Limit jewelry, chains, keys that may set off the metal detector. Please limit bag size. Put your name on (or in) all personal articles.
14. **Remember to pack**: PHOTO ID/License, School ID Card and a copy of your health insurance card.
15. **Institute Expenses**: The cost of almost everything associated with the Youth Leadership Institute is covered; hotel, meals, Institute activities, etc. You may want to bring extra money for snacks, film, post cards, gifts, tips and other personal matters. Don't bring too much; you will be very busy during your three days in Albany and will not have time for shopping.
16. **Weather**: Albany tends to get cold and it may rain. Please make sure that you bring appropriate clothing attire.
17. **Personal Items**: Write your name on all your important belongings, especially your luggage. It is recommended that valuable items be left at home. Lost items must be reported to your chaperone immediately.
18. **Parental and School Approval**: Both parental and school permissions are required to attend the Youth Institute. **THE STUDENT CONTRACT MUST BE SIGNED BY ALL PARTIES.**
19. **Rules of Conduct**: Participants are required to review, and observe the "Rules of Conduct" at all times.

This event is funded through a contract with the New York State Education Department