

CATHOLIC

YOUTH CONVENTION APRIL 5-7, 2019 DOUBLE TREE HOTEL. LITTLE ROCK

WITH

JESSE MANIBUSAN

REGISTRATION FEE: \$125.00 HOTEL FEE: \$274.00

REGISTRATION DEADLINE: MARCH 5, 2019

Dear Youth Ministers:

We are preparing for the 69th Annual Catholic Youth Convention. The convention will be held APRIL 5-7, 2019 at Robinson Center and the DoubleTree Hotel in Little Rock. Our theme is "LOVE TRANSFORMS." Our keynote speaker for this year is Jesse Manibusan with special sessions on various forms of prayer. You might consider going to Jesse's website to learn more... <u>https://www.jessemanibusan.com/</u>. We know you will agree that it will be an awesome time!

Registration will be held in the Lobby area of the DoubleTree Hotel at Markham and Broadway Streets; here you will pick up your name badges and t-shirts for your group. You will pick up your youth group's room keys at the front desk of the Doubletree Hotel.

A few reminders:

- Don't forget your generous and much needed donation for the Terry Skelton Fund at the Mass offertory. Donations to the Terry Skelton Fund are our resource for funding scholarships to those in need, so please be generous.
- The Terry Skelton Fund is available to those youth who cannot afford to attend. Ensure that the scholarship request comes with a completed Scholarship Application. Use this link to download the application from our website:

https://www.dolr.org/sites/default/files/documents/diocesanscholarshipapplication.pdf

- All chaperones *must be* at least 22 years of age and have been certified through the CMG Connect program.
 Attach a Testimonial of Suitability signed by your pastor that includes the names of all adult chaperones. You
 must have male and female chaperones if you have male and female youth attending the convention.
- Chaperones of each parish are responsible for their youth for the entire weekend, as well as, watching out for all youth present.
- Have youth bring toiletry items, socks, refillable water bottles, backpacks and ear buds to be donated to Jericho Way, a homeless day resource center operated by St. Vincent de Paul Society. These items should be turned in at the registration desk.
- 8x10 photos of your parish group can be purchased from our photographers. Please be prepared to pay for these photos at the time you place the order.
- The theme for the dance will be determined and sent to you at a later date.
- Please note that parking at the DoubleTree will be billed to the driver's room and costs \$6.00/night.

Please feel free to contact the Office of Catholic Youth Ministry with any questions you may have.

Pax,

Liz Tingquist Trish Gentry Catholic Youth Office

2019 Registration Fees

Convention Fee per Person:\$ 125.00Hotel Room:\$ 276.00

To determine each registrant's hotel fee, divide the total room cost by the number of people assigned to the room (NOT TO EXCEED 4/ROOM), i.e., 4/rm = \$69.00 each, 3/rm = \$92 each, 2/rm = \$138/each, 1/rm = \$276/each. Then, add the convention fee to that amount to determine that person's total cost. We will not automatically combine rooms unless you request that we do. Please understand that not all adults wish to share rooms and therefore, we cannot guarantee a roommate for you.

REGISTRATION DEADLINE: MARCH 5, 2019

CONVENTION INFORMATION

It is the policy of the Diocesan Youth Office that those students in the 9th - 12th grades during the 2018 - 2019 school year will be permitted to attend convention. Anyone not pre-registered will not be permitted to attend convention.

▶ All hotel reservations will be made through the diocesan office. Hotel room cost for the weekend is \$276.00 per room. [Your cost breakdown example: 1 occupant = \$276.00, 2 occupants \$138.00 each, 3 occupants \$92.00 each, 4 occupants \$69.00 each] (2 nights, maximum of 4 people per room). Your parish is responsible for the full cost of a room even if you don't have 4 to a room unless you have contacted another parish to share the room and split the cost of filling/sharing sleeping rooms. Additionally, there will be a \$6.00/night fee for hotel parking.

► The adult in charge of the parish delegation will be responsible for turning in room keys and paying for any charges incurred at the time of checkout (telephone, damages, etc.). You may be asked to leave a credit card at check-in if you want to charge to your rooms.

Registration fees include: Saturday lunch and dinner, convention t-shirt and entry into all convention activities. The registration fee is \$125/per person. It is best to eat supper Friday night **before** convention officially opens.

<u>Medical Consent/Liability Waiver and Code of Behavior Forms</u> (enclosed): At the convention, the adult in charge must have in his/her possession the Medical Consent/Liability Waiver and Code of Conduct forms for each participant, including adult chaperones. These will be inspected when you register on sit to ensure that all youth/adults have these forms. Please keep these forms on you at all times during the event. Remember that all chaperones must meet the diocesan VIRTUS safe environment standards and a Testimonial of Suitability Letter must be sent to our office PRIOR to convention with your Parish Master Registration form.

TERRY SKELTON FUND: This fund provides scholarship money for youth within our Diocese who would be unable to attend Diocesan events unless aided financially. Your generous contribution provides these youth the awesome experience of gathering with our larger church community. Please ask your parish to consider a donation to this vital fund. Additionally, we would suggest that you make an appeal to parents whose children benefit from your parish's youth activities. **PLEASE BE GENEROUS**. This donation is collected during the mass on Saturday evening. We recommend at least a \$5.00 donation per youth attending.

Terry Skelton Fund Financial Scholarship: Help with partial funding for a few registrants in financial need through the Terry Skelton Fund is available. Please have any teens needing scholarships fill out the **Scholarship Request form and submit this with your Master Form** indicating the amount requested for financial assistance. Fees will be adjusted as funds are rewarded.

▶ Youth and Adult Advisory Council Applications: The Diocesan Youth Office must receive applications and reference forms for membership on the Youth and Adult Advisory Councils by February 6, 2019. Applicants will be required to come to the Diocese on February 24th for a personal interview for the Youth Advisory Council. Additionally, applicants need to be available for our YAC retreat scheduled for July 13-14, 2019 at St. John's Catholic Center in Little Rock.

Items to Bring to Convention - 1) donation for the Terry Skelton Fund, 2) code of conduct/medical and transportation forms, 3) Chaperone Forms, and 4) homeless items for donation.

Emergency Calls: For emergency calls, please inform your participants that the hotel phone number is (501) 372-4371. It would be best if the call is made directly to you, the youth minister, and then forwarded to the appropriate room.

<u>Additional Emergency Phone Numbers During Convention</u>: For emergency calls, diocesan staff phone numbers are as follows: Liz Tingquist's cell is (501) 258-0682 and Trish Gentry's cell is (501) 352-1682. Messages may also be left at the DoubleTree Hotel at (501) 372-4371.

MASTER FORM 2019 State Convention REGISTRATION DEADLINE IS: MARCH 5, 2019

Please TYPE or PRINT all necessary information

PARISH	CITY		_	
NAME & PHONE # OF Adult	t Advisor in Charge (AAIC)			
ADDRESS, CITY & ZIP OF AA	NC			
Email Address:	CELL PHONE NUMBER	()		
List ADULTS Attending Conv	vention FIRST: (minimum: one per	10 youth). <u>Type or</u>	print all the necessary infor	mation.
T-SHIRTS: S M L and XL (nc	o extra cost), XXL or larger (\$2.00 e	extra).		
Chaperones must be 22 yea	ars old.			
NAME	A/Y	M/F	T-shirt Size	
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
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15				
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35			
****		*****	*****
Total number of PARTICIPANTS: X \$ 125.00 = Tot Total number of HOTEL ROOMS: X \$ 276.00 = Tot Total number of XXL T-shirts: X \$ 5.00 = Extra	al cost of hotel roor a t-shirt charge:	ns:	
Late Fee (if registering after MARCH 5, 2019x \$20.00 ad	Grand Total		
LIST below ANY SPECIAL NEEDS (physical &/or food) - al	long with norsen's	-	
LIST DEIDW ANT SPECIAL NEEDS (physical &/ or tood) - al	iong with person s	s name.	

(If further space is needed, copy these pages.)

DoubleTree Hotel Rooming List Form 424 West Markham Street, Little Rock

Page _____ of _____

Group:	Diocese	of Little Rock - Catholic Youth Convention		
Person in Charge: _	Cell Phone #: ()			
Email Address:				
Parish:		City:		
INSTRUCTIONS:	1.	PLEASE PRINT or TYPE names in numbered blocks		
	2.	Indicate Male/Female rooms & Adult / Youth rooms		

Other: _____

Rm. #	Arv 4/5	Dep 4/7	First & Second Person	A/Y	M/F	Third & Fourth Person	A/Y	M/F
(1)								
(2)								
(3)								
(4)								
(5)								
(6)								
(7)								

Rm. #	Arv 4/5	Dep 4/7	First & Second Person	A/Y	M/F	Third & Fourth Person	A/Y	M/F
(8)								
(9)								
(10)								
(11)								
(12)								
(13)								
(14)								
(15)								
(16)								
(17)								

Welcome! As a chaperone, you play an important part in ensuring the positive experience of this event. We offer the following list of guidelines to help you fulfill your role as a chaperone.

We require that:

all chaperones enforce the code of behavior and set an example for youth.

all chaperones are responsible for each youth assigned to you to attend all scheduled functions of this event. (Youth may not leave a session or return to their hotel room without an adult).

while at general sessions, seating is by parish. Chaperones must spread out among their teens to be present and available to your group. It is expected that chaperones will not leave the conference area and we expect other adults to be responsible for youth in your charge

chaperones do not go anywhere during this event where teens are not allowed (i.e., bars, lounges, etc.) nor, should chaperones consume any alcoholic beverages or illegal drugs during the weekend.

chaperones check youth rooms at curfew to make sure all youth are accounted for. Chaperones are expected to take their turn monitoring the halls and other areas as requested by the chaperone in charge of the floor. Food orders, after curfew, must be picked up in the lobby by an adult chaperone.

[©]strictly enforce curfew and the dress code.

The possession of those in that room and will result in immediate dismissal by the diocesan director of youth ministries. All adults are expected to inform the diocesan director if any of these items are found.

<u>REMEMBER</u>: While at the convention, you are **TOTALLY** responsible for both the behavior and the needs of the youth entrusted to your care. Please pay close attention to both. Wherever we are, we represent the youth of the Catholic Church of Arkansas.

<u>All</u> chaperones are expected to follow these rules. In the interest of safety and security, do not leave your group without a chaperone. Should an emergency arise, check in with the diocesan youth director, head chaperone, or an Adult Advisory Council member. With these things in mind, we believe all, adults and youth alike, will indeed have a joyful celebration of youth.

I understand and accept these chaperone guidelines.

(Chaperone's Signature)

(Parish/City)

(Form to be sent into diocesan office with registration materials.)

Catholic Youth Convention Guidelines for the Adult in Charge of Parish Group

The following will help you in planning for a successful experience

We require that:

- All adult advisors/chaperones are at least 22 years of age. This adult should be known by the youth.
- Each group has at least one chaperone for every ten teens.
- If you have both male and female participants, have both male and female adult chaperones.
- You enforce the code of behavior and set an example for youth. Code of Behavior and Medical/Transportation Forms MUST be in the possession of the youth minister in charge of the parish group. A copy of all medical forms will be checked at check-in. You MUST keep a copy of your group's medical forms with you during this event.
- All adults are to sign a Chaperone Guideline Form. These are to be sent in to the diocesan office with registration materials.
- Any alcohol, drugs, firearms or explosives found with/on a person or in a hotel room will be considered the possession of those in that room and will result in immediate dismissal by the diocesan director of youth ministries. All adults are expected to inform the diocesan director if any of these items are found.

SOME HELPFUL HINTS:

1) Meet with chaperones, and then with chaperones and youth to go over diocesan and parish expectations. Explain the purpose of this event. Establish contingency plans for accidents, sickness or misconduct.

2) Choose chaperones that have a good rapport with youth, yet can control the group on outings and at general sessions. Choose chaperones that have been active with your youth group. Chaperones and youth should know each other.

- 3) If you have both male and female participants, have both male and female adult chaperones.
- 4) Bring snacks with you. Remember that breakfast is on your own each morning. Consider bringing continental breakfast items with you for your youth.
- 5) Review the diocesan rules and your own expectations as you travel to this event.

ADULT MEDICAL RELEASE FORM

Date:	Parish:
Print Name:	· · · · · · · · · · · · · · · · · · ·
Address:	
City:	State: Zip Code:
Home Phone Number: (Cell Phone Number: ()
Physician's Name:	Phone # ()
Date of Birth:	Date of last tetanus shot:
	ditions/allergies/special health information:
Please list any medication of:	s (prescriptions or non-prescription) that you would like us to be aware
	ny: Policy Number:
Policy in the name of:	Relationship:
Emergency Contact Name	and Number:
In the event that the participo responsibility of the patient.	nt does not have insurance, payment in full for medical care becomes the
Rock, its staff and volunteers - participation in this event. I w indirectly from or attributable in connection with execution of	, do hereby release, hold harmless and discharge the Diocese of Little from any and all liability, claim, loss, damage, cost or expense arising from my aive such claims against such organization or any such person, arising directly or in any legal way, to any action or omission to act of any such organization or person this event. I authorize treatment by a licensed medial physician or licensed medical illness that may so arise, or any hospitalization necessary.

Signature: _____

2019 INDIVIDUAL REGISTRATION FORM State Catholic Youth Convention April 5 - 7, 2019

Each participant attending the convention MUST complete this form. Please complete the form carefully, supplying ALL the requested information **USING INK, PRINTING LEGIBLY, OR TYPING.**

CHECK ONE: Youth	Chaperon	ie	
			Male Female
LAST NAME	FIRST (for name		
ADDRESS	CITY & ZIP		PHONE NUMBER
ATTENDEE'S CELL PHONE	NUMBER: ()		
SCHOOL	GRADE	AGE	EMERGENCY NUMBER
Handicans/Allergies /Special (i	e food) needs that we sho	uld be aware of	
	-	v v	ge XX-Large XXX - Large izes are included in your registration fees.
	6 6	U I	
TOTAL REGISTRATION A	ND HOTEL FEES PAID		

DEADLINE TO RETURN FEES AND FORM IS:

(This form is here for your use in collecting information from your youth group. It does not have to be submitted to the Diocese.)

Expectations & Code of Behavior - Convention

At all Diocesan sponsored activities, we expect you to represent the Diocese of Little Rock well! We hope that you will display the mature, responsible leadership and character which has for so many years been the trademark of Catholic youth within this diocese.

Expectations . . .

- Participants are expected to attend all sessions and wear their name badges for all activities.
- All participants must be in their own room from evening curfew to 7:00 AM. Guys and girls are not to be in the same sleeping room at any time. Only registered convention participants are allowed in sleeping rooms.

Dress code: At All Times - no halter-tops, no short shorts, no plunging neckline tops, no NIKE shorts, no midriff tops, and no spaghetti strap tops, no tight exercise/yoga pants, no sagging jeans, no inappropriate language on t-shirts. If dressed inappropriately, the individual will be asked to change. REMEMBER, MODEST IS HOTEST!! Dress appropriately for Mass.

- Ordering of food is not permitted after curfew.
- Smoking and the illegal use of drugs and/or alcohol will not be permitted at any time.

CODE OF BEHAVIOR

- 1. Individuals are responsible for their own actions and will be asked to assume the natural consequences for any negative behavior. Each participant will take full responsibility for any damage or theft.
- 2. Participants should not leave the activity site unless accompanied by an adult from their parish.
- 3. The possession and/or use of alcohol, drugs, firearms or explosives is prohibited. Any of these items found in a hotel room are considered belonging to those assigned to the room.
- 4. Christ-like behavior is promoted and expected at all times. Therefore, inappropriate contact, touch, gesture, language, or activity of a sexual nature is unacceptable.

Infractions of the Code of Behavior or any other inappropriate activity will result in the diocesan director discussing the infraction with the participant. In the unlikely event that a behavior problem based on the above requires extreme action, it will result in dismissal from convention. One's parent/guardian is responsible for removing the participant from the convention site.

I understand and accept this code of behavior.

(Participant's Signature)

(Date)

I consent to the conditions stated above on participation in this event.

(Phone Number - Day)

(Phone Number - Night)

Cell Phone Number

(Date)

YOUTH PARENTAL/GUARDIAN MEDICAL CONSENT AND LIABILITY WAIVER

Participant's Name:		Date	of Birth:	
Home Address:				
Сіту:	State:	Z	ip Code:	
Parent/Guardian's Name:		Home	Phone()_	
Alternate Phone Number: ()		_ Cell P	hone 🗆 Pager	r 🗆 Work
Parish:		Grade	Age	Sex: M/F
Shirt Size: (Circle One) S M L			•	
Important! To be filled out by the participant is 18 years of age or older I (name of parent/guardian) for my child, (participant's name) (event)Catholic Youth Conver (location)_Robinson Center and Do	, consent must be) ntion,_(dates) to	signed by th	e individual. , grant j , to pa	permission rticipate in
I agree on behalf of myself, my chi My child named h harmless and defend the Diocese of	herein, or our hei	irs, successo	ors, and assigns	s, to hold
minister, other agents, etc.) or any unless the parties involved were card any photographs of my child taken a Additionally, my signature gives per media, such as Facebook, twitter, e	eless or negligent at this event to b mission for my ch	. My signat e used for p ild to be co	ture also allows promotional pur	the use of poses.
		Date		·····

MEDICAL CONSENT

Medical Matters

		, sign only those in accord	ance to your wishes:		
Emergency Medical '					
					edical or surgical treatment. I wish to l
		-			able to reach me, contact:
			Phone ()	
<u>Medications</u>					
My child will bring a	l such medications,	well labeled, that are nec	essary. Names of m	edications and concise	directions for seeing that the child tak
		frequency are as follows:			
My child is taking the	-	-			
	-		-		Dosage
_ I hereby <u>DO NOT</u>	<u> 3RANT PERMISS</u>	ION for medication of a	ny type, whether pre	scription or nonprescri	ption may be administered by my chi
unless the situation is	ife threatening and	emergency treatment is re	equired. (Please initia	al)	
_ I hereby <u>GRANT P</u>	ERMISSION for no	onprescription medication	n (such at Tylenol, th	nroat lozenges, cough sy	rrup) to be given to my child, if deeme
advisable. (Please initia	.1)				
		MEDICAL CON	DITIONS INFORM	IATION	
(Die	ocesan personnel wil	ll take reasonable care to s	ee that the following	information will be hel	d in confidence)
My son/daughter has:					
Has had an episode of	the following or ha	s been diagnosed Seiz	uresAsthma	Diabetic	
Allergic reactions to th	e following (foods, o	dyes, latex, etc.)			-
Has had medical surge	ry within the last six	months? Yes	_No Still under	Doctor's care?Yes	_No
Has a medically prescr	bed diet?				_
The following physical	limitations?				_
Immunizations curren	t and up to date:	_YesNo Date of	of last tetanus/diphtl	neria immunization	
You should be aware c	f these special medi	cal conditions of my child	:		-
		INSURAN	CE INFORMATIO	N	
	(Pla	ease attach a copy of the Insu	Irance Card, front and	back, with this form)	
Insurance Carrier:					
Name of Insured:					
Insurance ID Number				nber:	
Father's Name:					
Place of Employment:					
Mother's Name:					
No, I do not ca					
			e activity that my child	becomes ill with repeated	symptoms such as headache, vomiting, so
throat, fever, diarrhea, I v					
Signature (Parent/Guard	ian) Parent Guardian	n must sign for anyone under	- r 18 years of age	Date	
	years of age or older	must sign own consent)	-	Date	
					Page 2 of 2

2019 Catholic Youth Convention "LOVE TRANSFORMS"

(Tentative Schedule)

DoubleTree Hotel, Little Rock

<u>Friday, April 5</u>

5:00p - 8:00p	Registration - DoubleTree Hotel Lobby
7:45p - 8:15p	Youth Director/Chaperone Meeting, (Room to be announced)
8:00p - 8:45p	Icebreakers followed by Praise and Worship - Robinson Center Ballroom
8:45p - 11:00p	Opening /Prayer/Keynote JESSE MANIBUSAN
11:00p - 11:15p	Night Prayer Service
11:30p	Curfew/Everyone in their hotel rooms

<u>Saturday, April 6</u>

7:45a - 8:30a	Breakfast on your own
9:00a	Opening Prayer and Skit - Robinson Center Ballroom
9:10a	Keynote Presentation, JESSE MANIBUSAN
10:15a	XLT Session, led by TJ and YAC (Reconciliation to be offered)
12:15p	Lunch, DoubleTree Hotel outside plaza (Reconciliation available throughout lunch)
1:00p	Breakout Sessions
3:00p	Parish Break-outs
3:45p	Keynote Presentation, JESSE MANIBUSAN
4:15p	Free Time before Mass
4:45p	Mass Servers, Readers, New and Old YAC Practice
5:30p	Mass at Robinson Center Grand Ballroom with Installation of 2019/2020 Youth
	Advisory Council
7:00p	Dinner
8:30p	Dance, Robinson Center Ballroom OR Other activities to be determined
10:45p	Night Prayer Service
11:30p	Curfew, everyone in hotel rooms

<u>Sunday, April 7</u>

7:00a - 7:45a	Breakfast on your own
8:00a - 8:30a	Praise and Worship/Energizers, Robinson Center Ballroom
8:30a - 9:30a	Closing Prayer Service/Convention PowerPoint/Senior Farewell