



## FBISD Student Leadership Program Application for 2012-13

The Board of Trustees wishes to invite FBISD 11<sup>th</sup> grade students who are interested in leadership development to apply for participation in its 2012-13 Student Leadership Program. Through a series of seven monthly seminars, selected participants will explore their personal roles in community and school leadership and volunteer service. School Board members will sponsor and attend the student seminars on topics such as personal leadership skills, youth advocacy, service and volunteerism, local government in action, business, and health care.

This program is limited to 11<sup>th</sup> grade students who must apply to represent their high schools. The 2012-13 cohort will consist of 26 students with representation from all high schools in the district. Applicants should be in good academic, attendance, and behavioral standing; have an interest in developing their personal leadership skills; have obtained the written permission of their parents and school principal; and be willing to accept the attendance expectations before submitting an application.

If selected, participants will commit to a two-year program. In Year One as juniors, students will observe leadership in action, learn leadership skills from community and school leaders, and develop their own leadership skills. In Year Two as seniors, they will apply their leadership skills in support of school and community volunteerism efforts at the campus and district level. Interested applicants along with their parents should carefully review the junior program seminar dates given below and be willing to make a two-year commitment prior to submitting an application. Because this program involves seminars conducted by volunteer community leaders, all junior participants are expected and required to make attendance at each 2012-13 seminar their priority over other school-related or personal activities. Failure to attend a scheduled seminar can be result in dismissal from the program. Full-day seminars are scheduled for the following Wednesdays during the school year: November 7, 2012; December 5, 2012; January 16, 2013; February 13, 2013; March 6, 2013; and April 10, 2013. In addition, there will be a final ropes course session on Wednesday, May 8<sup>th</sup>. A reception for students with members of the Board of Trustees and their parents will be held on Monday, May 20, 2013, preceding the Recognition Ceremony at the Board of Trustees regular Business Meeting.

All seminars will begin at 7:00 a.m. and end at 2:00 p.m. in the Board Room of the FBISD Administration Building, 16431 Lexington Blvd, Sugar Land, TX 77479. Students who have the written permission of their parent/guardian may drive to the FBISD Administration Building. Students needing district transportation for the program will be contacted by a staff member from the district's Transportation Department prior to the first seminar.

The monthly seminars will be conducted at various sites in Fort Bend County, and district transportation to and from the seminar sites will be provided. Students will be provided with lunch, snacks, and beverages during the day. On the first and last day of the program, students will participate in team activities at the Clements High School ropes courses and should wear comfortable clothing and athletic shoes. For all other days, dress should be business casual.

Applications may be downloaded from the district's website at [www.fortbendisd.com](http://www.fortbendisd.com) > Board of Trustees > Student Leadership Program or the Front Desk Receptionist in the FBISD School Administration Building, 16341 Lexington Blvd, Sugar Land TX 77479. Applications are due no later than **4:00 p. m. on Wednesday, September 12, 2012**, and must be brought to the Front Desk Receptionist in the FBISD School Administration Building.

Additional information regarding the program or the application process may be directed to Ms. Lynda Ruther, program facilitator, at [lyndaruther@fortbendisd.com](mailto:lyndaruther@fortbendisd.com).

**FBISD Student Leadership Program Application for 2012-13**

**APPLICANT INFORMATION**

Please complete all sections and obtain all required signatures on the Signature Page prior to submitting your application. All information on this page should be printed clearly or typed except for signatures. Specific instructions on how to format your required essay are given on page 4.

**Applicant Information (Please complete all requested information in black or blue ink.)**

Name: (First, Middle, Last)			
High School	Are you currently a high school junior? (__ Yes or __ No)		
Home Address			
City			Zip Code
FBISD Student ID #	Date of Birth	Male	Female
E-mail Address (Student)	E-mail address (Parent)		
Cell Phone (Student)	Home Phone		
Do you need any special physical or dietary accommodations? If yes, please describe:			

In case of an emergency, please contact:	
Relationship to student	Best phone number(s) to call

**Transportation (Please check one category and provide the information if requested.)**

<input type="checkbox"/>	I will need district bus transportation to and from the FBISD Administration Building on the days of the seminars. I understand that I must use this option for all sessions. If I decide to cancel my ride for any reason, I will give up my option for this service for the rest of the seminars.
<input type="checkbox"/>	I DO NOT need transportation to the FBISD Administration Building on the days of the seminars. I have my parent's permission to: _____ drive myself. _____ ride with _____ who also attends the program. _____ ride with _____ who <u>does not</u> attend the program.
Parent's/Guardian's Signature	Date:

**Attendance Acknowledgement**

We agree to follow the "perfect" attendance requirements for this program and acknowledge that full-day attendance at every monthly seminar is the expectation for participation. We know that missing a session unless an emergency is involved can result in dismissal from the program.	
Also, we recognize that this program is a two-year commitment.	
Applicant's Signature	Date
Parent's/Legal Guardian's Signature	Date

## FBISD Student Leadership Program Application for 2012-13

### APPLICATION CHECKLIST

**Use this checklist to help you prepare your application. If your application is incomplete when you deliver it to the FBISD Administration Building, you will jeopardize your chances of being considered for this program.**

**Please initial beside each requirement of this application as it is completed. The bolded requirements must be provided when you submit your application.**

<b>Initial below</b>	<b>In preparation for completing my application, I have . . .</b>
	. . . discussed the program, <u>mandatory</u> attendance requirements, and two-year commitment expectation with my parent/s or legal guardian prior to submitting my application.
	. . . typed or printed my application clearly in black or blue ink.
	. . . received the completed recommendation from my teacher.
	. . . completed the Personal Survey.
	. . . completed the required application essay question without the help of my friends or family and used the format described in the directions to prepare my answer.
	. . . had my school principal sign my application form.
	. . . had my parent/legal guardian sign my application form after he/she reviewed each section: Release, Consent for Medical Care and Disclosure, Consent for Release of Information, and Consent for Participation.
	. . . completed, signed, and dated the application.
<b>Initial below</b>	<b>Along with my completed application, I have . . .</b>
	<b>. . . attached a copy of my 2011-12 end-of year report card.</b>
	<b>. . . included my teacher's completed recommendation.</b>
	<b>. . . included a picture of me by myself taken within the last 6 months.</b>
	<b>. . . attached my completed essay.</b>

**Your application must be submitted no later than 4:00 pm. on Wednesday, September 12, 2012 to:**

Front Desk Receptionist/Board of Trustees

(Address: FBISD Administration Building, 16341 Lexington Blvd., Sugar Land, TX 77479)

Make sure your completed application includes **all** of the following requirements when you submit it so that you can be considered for one of the spaces in this year's cohort:

- (✓) a recent school picture or photograph
- (✓) your parent or legal guardian's signature
- (✓) your principal's signature
- (✓) the sealed recommendation from one of your high school teachers
- (✓) your answers to the Personal Survey and your response to the essay question
- (✓) a copy of your end-of-year report card from the 2011-12 school year
- (✓) your signature

REMINDER: Your application is incomplete if you forget to submit any of the required items in the list above or you do not have all of the required signatures. In other words, if you want to be considered for this program, your application must be 100% complete when you submit it.

#### **Questions or Additional Information?**

Please contact Lynda Ruther, program facilitator, at [lynda.ruther@fortbendisd.com](mailto:lynda.ruther@fortbendisd.com).

**FBISD Junior Student Leadership Program Application for 2011-12****PERSONAL SURVEY**

Please answer the questions in the spaces provided.  
If you do not have an answer, please type **NO ANSWER**.

Do you participate in extra-curricular activities in your school? If so, which ones? Do you have a leadership role? If so, what is it?

Do you volunteer your time to help others in your community? If so what do you do? Do you have a leadership role? If so, what is it?

Do you get involved in activities outside of your school? If so, which ones? Do you have a leadership role? If so, what is it?

Do you really want to be a part of this program? If so, why?

What do you want to be doing ten years from now? How will you accomplish this goal?

**FBISD Student Leadership Program Application for 2012-13**

**SIGNATURE PAGE**

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

**HIGH SCHOOL PRINCIPAL'S CONSENT:** I hereby grant permission for the student named above to participate in the *Fort Bend ISD Student Leadership Program*. If selected, this student's absence will be coded as ACT, and he/she will be excused from regular school attendance during seminar days without penalty.

<b>Principal's Signature</b>	<b>Date</b>
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**PARENT'S/LEGAL GUARDIAN'S RELEASE:** In granting permission for participation in the *Fort Bend ISD Student Leadership Program*, I hereby release and hold harmless the Fort Bend ISD and Board of Trustees and its employees or agents from and against any injury, loss, damage, accident, or expense arising out of, or in any way related to, participation in the FBISD Student Leadership Program. I acknowledge that I have carefully read this release and understand its impact and effect. I acknowledge that if I had any questions regarding this release, that I have exercised my right to have it reviewed and further explained to me prior to my signing.

**PARENT'S/LEGAL GUARDIAN'S CONSENT FOR MEDICAL CARE AND DISCLOSURE:**  
 I hereby give permission to the supervisors, instructors, and any other trained medical personnel to treat my child in a situation that requires medical attention. I authorize said supervisors and instructors to seek such medical advice, treatment, and services as they deem necessary, in their sole discretion, which may be necessitated because of any injury or illness suffered because of my child's participation in the activities of the Fort Bend ISD Leadership Program.  
 I further agree to accept any financial responsibility for the care and treatment of such injuries or illnesses and for such further medical services which are required, even though all attempts to contact responsible parties have failed and there is urgency with respect to my child's treatment, or in the case in which benefits of my health insurance have been depleted and additional medical expenses or loss of income occur.  
 I understand that any medication my child may need for severe allergies (including bee stings, food allergies), asthma or other such medical condition(s) must be brought with my child to the program.  
 I have read the foregoing document in its entirety, fully understand the same, and am freely and voluntarily signing my name to it.

**PARENT'S/ LEGAL GUARDIAN'S CONSENT FOR RELEASE OF INFORMATION:**  
 I hereby give consent to the Board of Trustees and the FORT BEND ISD to access and release information, including my child's photograph, as necessary to conduct the program and promotions.

**PARENT'S/ LEGAL GUARDIAN'S CONSENT FOR PARTICIPATION:**  
 I have reviewed the sections above and hereby give consent for my child to participate in the Fort Bend ISD Student Leadership Program.

<b>Parent's/Legal Guardian's Signature</b>	<b>Date</b>
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**STUDENT APPLICANT'S ACKNOWLEDGEMENT:**  
 I certify that all information I have provided for this application is true and accurate to the best of my knowledge.

I hereby acknowledge that this program is a learning experience beyond my classroom requirements, and I will participate and honor the expectations of this program to the best of my ability.

<b>Applicant's Signature</b>	<b>Date</b>
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## FBISD Student Leadership Program Application for 2012-13

### ESSAY INSTRUCTIONS

#### **ESSAY QUESTION FORMAT**

1. Your essay must be limited to 500 words, typed in 11 font New Times Roman, and double spaced using a left justified format. The top, bottom, and side margins of your page should be one (1) inch.
2. As you are limited to 500 words choose your words carefully and be sure to spell check your work. To count your words, you should select the text you want to count. Then using your Tools menu, click on Word Count to determine the number of words in your essay.
3. Your responses should be written and typed by you to reflect your own ideas.
4. You are required to follow the typing format when answering your essay question.
5. You should start your response by typing your first and last name followed by the initials of your school. Type the statement or question on the next line. Here is an example of how to prepare your name and the essay question at the top of your essay page:

Your first and last name– your school  
The question you are being asked

6. Here is your essay question to answer on a separate sheet of paper using the format described above: **What does the term “my community” mean to you, and how would you describe the members of your community?**
7. Your essay is one of the criteria used to determine whether or not you will be selected for this program, so do your very best ~ and ~ remember keep it to one page, double-spaced, 500 words or less in New Times Roman 11 font.

### TEACHER RECOMMENDATION

Your application must include one teacher recommendation. A Teacher Reference form has been prepared for this part of your application. If you are new to your school this year, you may use a teacher from the school you attended last year to complete your recommendation.

#### **HELPFUL GUIDELINES FOR OBTAINING A TEACHER RECOMMENDATION**

1. Consider which teachers you might ask to complete your recommendation and then choose one who knows you rather than one you are going to have for the first time this school year.
2. Begin with the deadline for submitting your application and plan in reverse to determine when you will need to receive your completed Teacher Reference form in order to meet the September 12<sup>th</sup> due date.
3. Give the teacher a “heads-up” in advance of giving him/her your Teacher Reference form to complete by asking if he/she would be willing to do this for you.
4. If your teacher agrees to complete the form within the time period you have developed, then you should: a) fill-in the top part of the Teacher Reference form; b) prepare a legal-sized envelope with your name on it and the date when you need the completed form returned to you; c) place the form in the envelope; and d) give the prepared envelope to your teacher.
5. Instruct the teacher to seal the envelope once he/she has completed the form for you.
6. Follow-up with your teacher if you do not receive the completed form by the date given on your envelope.
7. Finally, make sure you take the time to thank the teacher for doing this for you once you receive the completed form.

**Board of Trustees Junior Student Leadership Program Application 2012-13**



**TEACHER REFERENCE**

**STUDENT TO COMPLETE:** (Please print)

Name of Student (First Middle Last)	High School
Name of Teacher (First MI Last)	Teacher's Subject and Grade

**TEACHER TO COMPLETE**

Please complete all sections below and return this reference form in a sealed envelope to the applicant. Thank you for your input and support of this program.

Are you currently this student's teacher? ___ Yes ___ No	Contact Phone
District e-Mail Address	How long have you known this student?

Assign one of the following ratings to each of the statements below as it describes this student applicant. Please total your score at the bottom.

5	I strongly agree with this statement as it describes this applicant very well.
4	I agree with this statement as it describes this very good applicant.
3	I am neutral with regard to this statement as it describes this applicant.
2	I disagree with this statement as it describes this applicant.
1	I strongly disagree with this statement as it describes this applicant.
NA	I am unable to rate this applicant in this area.

\_\_\_\_\_ This student is motivated to learn new information and use what is learned "to make a difference."

\_\_\_\_\_ This student gets along well with others and willingly joins in group events and activities.

\_\_\_\_\_ This student appears self-confident and is able to make decisions in a leadership role.

\_\_\_\_\_ This student is influenced by positive peer pressure and relies on role models for guidance.

\_\_\_\_\_ This student exhibits leadership traits and willingness to accept responsibility.

\_\_\_\_\_ This student is an effective communicator and works well in groups.

\_\_\_\_\_ This student is able to gain the trust of peers and adults.

\_\_\_\_\_ This student knows the meaning of "honoring a commitment."

\_\_\_\_\_ This student demonstrates respect for the differences and convictions of others.

\_\_\_\_\_ This student is perceived by others as having leadership capabilities.

\_\_\_\_\_ Total Score

Teacher's Signature	Date
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