



Willamette Leadership Academy

Mandatory Activity Days



Dear Parents,

Willamette Leadership Academy would like to welcome you and your cadet. We are committed to providing your cadet with the skills they will need to excel academically and personally. Your involvement and participation is extremely important. We have several activities throughout the year that are mandatory for parents and cadets to attend. We also need volunteers for many of our activities. Your commitment to your child's education is vital. WLA is only one part of the equation and you are the other part. Please read over the list of activities, sign, and return.

Mandatory activities and dates*

Veterans Day Parade	8 NOV 2015	FTX	
		1 st Battalion (HS)	6/20-22/16
Christmas Parade	5 DEC 2015	2 nd Battalion (MS)	6/13-16/16
Winter Awards		Battalion Review and Graduation Awards Ceremony	
1 st Battalion (HS)	11 FEB 2016	1 st Battalion (HS)	24 JUN 2016
2 nd Battalion (MS)	12 FEB 2016	2 nd Battalion (MS)	23 JUN 2016

***Dates are subject to change.**

Please see the monthly newsletter and the website <http://www.willametteleadershipacademy.net/> for more information.

Parent/Guardian Name (Printed): _____ Date: _____

Parent/Guardian Signature: _____

Cadet (Printed): _____ Company: _____



Willamette Leadership Academy
 High School
 34020 B Street
 Eugene, OR 97405
 541-246-2842/ Fax 541-246-2845

Willamette Leadership Academy
 Middle School
 91166 Sunderman Road
 Springfield, OR 97478
 541-246-1640/Fax 541-246-1642



Willamette Leadership Academy Medication Agreement

Medication at School

If your child takes medication (prescription or over-the-counter) at school, a **parent/guardian** must bring that medication to the school and sign it in. Medication must be in an original container, must be counted by a WLA staff member who is approved to administer medication, and be verified by the parent/guardian. This process may take a few minutes so please give yourself enough time. We will be available to take medication during registration and special event days, as well as during normal school hours.

If your child needs to carry an inhaler or EPI pen on them while at school we will need a note from the doctor. This can be faxed from the doctor directly to the school. **If your child had a note on file last school year, we will need a new one for this year.**

_____ Yes, my child needs to carry an inhaler with them at school and I
 Initials will provide a doctor's note for the 2015-2016 school year.

_____ Yes, my child needs to carry an EPI pen with them at school and I
 Initials will provide a doctor's note for the 2015-2016 school year.

I understand that **ANY** medication (including cold medicine, cough drops, ibuprofen, etc) needs to be brought in by a parent/guardian. If any medication is brought in by a student, WLA staff will not administer the medication.

Parent/Guardian Name (Printed): _____ Date: _____

Parent/Guardian Signature: _____

Cadet (Printed): _____ Company: _____



Willamette Leadership Academy

Enrollment Conditions



Dear Parents/Guardians,

As the parent/guardian of _____ at this academy, you have been briefed and understand the following conditions of enrollment are in effect:

Please initial next to each condition

_____ **Uniform:** Within 30 days of enrollment, your child is to have a **complete** fatigue/BDU uniform; headgear, blouse (shirt) with patches & WLA name tape, trousers, boots, belt, and undergarments as described in the uniform regulations, section 800. That the cadet is to have the dress uniform **complete** within the same time; headgear (beret), shirt with patches, trousers, black oxford leather or leather like footwear, belt.

Initial

Cadets are not permitted to bring or wear civilian clothing unless you write a note requesting this 48 hours in advance and that it is delivered to the staff in charge. Females may not bring make-up or cosmetics on the WLA bus or campus. Cadets are prohibited from bringing to campus any electronic entertainment devices without prior written consent of the Battalion Commander. Cell phones will not be used on the bus and will be turned in to staff upon arrival and returned upon departure each day.

_____ **Fees:** I understand that fees need to be paid on time each month. If fees are not paid the following services may be withheld until your student's account is caught up to date:

1. bus service,
2. student's grades and transcripts.

Initial

_____ **Mandatory Activities:** The cadet is expected to attend all activities as directed by command and staff. Mandatory events include, but are not limited to, all awards ceremonies, the Springfield Veteran's Day Parade, the Springfield Christmas Parade, the annual WLA Winter Awards, the annual field training exercise (FTX), and the Battalion Review (all students).

Initial

_____ **Medication:** I understand that all medication for my child is to be delivered directly to the headquarters by parent/guardian in the original container and will fill out the necessary paperwork authorizing its use as proscribed.

Initial

_____ **Attendance:** The attendance policy of the academy is that the cadet is to be present for duty by 0800 hours daily on campus and will be released at 1540 hours. Should the cadet be absent, he or she may only be excused by you no later than 0900 hours (9:00 AM) on the date of absence. Failure to do so may result in the cadet being charged with absence without leave (AWOL). Three of these counts can result in proceedings which could result in dismissal from the academy for misconduct.

Initial

_____ Initial **Chain of Command:** The parent/guardian will contact and receive reports from the chain of command as to his or her cadet's performance. The unit first sergeant will be responsible for behavior, conduct, and military subjects. The company commander will be responsible for the unit first sergeant, and the cadet's academic performance. Should the parent/guardian find it necessary, they can contact the sergeant major and/or the battalion commander to resolve issues with company/class staff. The staff will act upon any report by the parent of issues of behavior by the cadet at home, and from time to time request support/reinforcement from the parent/guardian at home for conduct of the cadet while at school.

_____ Initial **Service Parameters:** (From section 200 PYCO regulations, program design and structure)

230.2 Cadet Enrollment Limitations: All PYCO programs are designed for intervention and education and are based on voluntary participation. PYCO programs are not designed or equipped to respond to the needs of certain students. The following students are not appropriate for enrollment:

- a. Students who have a history of **consistent** violent behavior, including but not limited to, simple assault, weapons assault, and other overtly aggressive behaviors.
- b. Students who have a history of sexual misconduct including, but not limited to, sexual assault or sexually abusive behaviors.
- c. Students who are being required to enroll unwillingly and have no other option.

Students who will be subject to approval by the BC, on a case-by-case basis:

- d. Students who require special medication to modify or control behavior that requires regular monitoring.
- e. Students whose behavior would regularly disrupt the educational environment and the ability of other students to learn.

I acknowledge these conditions have been explained to me:

Parent/Guardian Signature

Date

Printed Name

Telephone number

Intake Personnel: _____

Date: _____



Willamette Leadership Academy



Residency Questionnaire and Publicity, Military/College (High School Only) Consent Form

Student's Name: _____ Date: _____

Student's School: _____ Birth date: _____ Grade: _____

Parent/Guardian: _____ Phone: _____

Address: _____

Residency Questionnaire

Title X McKinney-Vento Program guarantees all children and youth the right of an education, regardless of their current living situation. Program resources may include provision of school supplies, clothing, and other services to help ensure student success. Please check if any of the following apply to your current living situation.

- | | |
|--|--|
| <input type="checkbox"/> At risk of losing housing | <input type="checkbox"/> Living in a campsite |
| <input type="checkbox"/> Moving from place to place without permanent housing | <input type="checkbox"/> Living in a motel/hotel |
| <input type="checkbox"/> Substandard housing | <input type="checkbox"/> Unaccompanied minor: runaway or abandoned youth |
| <input type="checkbox"/> Temporarily doubles up with friends or relatives due to economic hardship | <input type="checkbox"/> Awaiting permanent foster care |
| <input type="checkbox"/> Living in a shelter | <input type="checkbox"/> Homeless migrant family, children, and youth |
| <input type="checkbox"/> Living in a car | <input type="checkbox"/> None of the above |

INFORMATION AND PHOTOGRAPH RELEASE

A cadet's photograph/video clip, or any form of media may be released to be used in newspapers, school newsletters, or on broadcast stations to promote Willamette Leadership Academy. Please let us know if you agree to allow your child's photo to appear as follows and sign the media release form:

for media release	Yes <input type="checkbox"/>	No <input type="checkbox"/>
on the Willamette Leadership Academy website	Yes <input type="checkbox"/>	No <input type="checkbox"/>
on the Willamette Leadership Academy Facebook page	Yes <input type="checkbox"/>	No <input type="checkbox"/>
in the Willamette Leadership Academy yearbook	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Do not use my student's information or image in any form of publicity.

Directory Information: Student directory information may be published. Directory information may include: student's name, address, home phone number; student's image; participation in officially recognized sports and activities; degrees or awards received.

- Please include my student's information in the school directory.
- Do not include my student's information in the school directory.

Color Guard/Rifle Team: In order for a student to be a member of Willamette Leadership Academy's Color Guard and/or Rifle Team, students may not be on the "Do Not Photo" list, because these teams participate in public events which may be photographed by the media.

My student may participate in the Color Guard and/ or Rifle Team, if eligible, and I understand that they may be photographed and the photographs may be publicized.

Yes No

High School Students Only

MILITARY/COLLEGE RECRUITMENT – *The "No Child Left Behind" Act of 2001 requires school districts to provide, upon request, the names addresses and phone numbers of juniors and seniors to military recruiters, colleges and universities. If you do not want the school district to provide information about your student to either the military or colleges and universities, you have the opportunity to "opt out." In order to do so, you must check next to one or both of the following categories:*

NO Military Recruiters

NO College Recruiters

Boy Scout Registration: In order for Willamette Leadership Academy to use Camp Baker for FTX (the year end camping trip), we need to register your child with the Boy Scouts of America.

I give permission for my child to be registered with the Boy Scouts of America.

Yes No

Parent's Signature: _____ Date: _____



Willamette Leadership Academy



Media Release Form

Date: _____

I, _____, parent or guardian of _____, give my
(Parent or Guardian Name) (Student Name)
permission for my student to be photographed or filmed by a representative of Willamette Leadership Academy.

I understand that my student's image and video footage of my student may be used in Willamette Leadership Academy documents, videos, or on the internet (including websites, Facebook and YouTube pages) to further promote Willamette Leadership Academy and the educational opportunities that it provides.

I also give permission to use my student's first name and photographic likeness in any Willamette Leadership Academy publication, TV production, video or to release said name or likeness to any media outlets including, but not limited to, newspapers, magazines or TV stations for publicity and/or recognition purposes.

I further authorize the use and reproduction by Willamette Leadership Academy of any and all photographs and videos taken of my student, without compensation to me or to my student. All of these photographs and videos shall be the property of Willamette Leadership Academy in perpetuity.

Signed,

(Parent or Guardian Signature)

I further consent to the release of this form to media companies.

(Parent or Guardian Signature)



Willamette Leadership Academy

Bus Stop and Bus Rules



Please be aware that the bus schedule may need to be adjusted the first few weeks of school and at other times throughout the school year. We will send home updated schedules as needed.

Please fill out this form and return it to headquarters. If your child uses more than one stop, please list both.

Cadet's Name: _____

Battalion: 1st 2nd

Primary Bus Stop: _____

Secondary Bus Stop: _____

My child will not ride the bus; we will provide transportation for our child: _____

If your child will be using another stop to or from school, please send a note or call to notify headquarters.

Rules Governing Pupils Riding School Buses and School Activity Vehicles

OA R581-053-0010

(1) Pupils being transported are under authority of the bus driver.

(2) Fighting, wrestling, or boisterous activity is prohibited on the bus.

(3) Pupils shall use the emergency exit only in case of emergency.

(4) Pupils shall be on time for the bus both morning and evening.

(5) Pupils shall not bring firearms, weapons, or other potentially hazardous material on the bus.

(6) Pupils shall not bring animals, except approved assistance guide animals on the bus.

(7) Pupils shall remain seated while bus is in motion.

(8) Pupils may be assigned seats by the bus driver.

(9) When necessary to cross the road, pupils shall cross in front of the bus or as instructed by the bus driver.

(10) Pupils shall not extend their hands, arms, or body parts through bus windows.

(11) Pupils shall have written permission to leave the bus other than at home or school.

(12) Pupils shall converse in normal tones; loud or vulgar language is prohibited.

(13) Pupils shall not open or close windows without permission of driver.

(14) Pupils shall keep the bus clean, and must refrain from damaging it.

(15) Pupils shall be courteous to the driver, to fellow pupils, and passersby.

(16) Pupils who refuse to obey promptly the directions of the driver or refuse to obey regulations may forfeit their privilege to ride buses.



Willamette Leadership Academy

Volunteer Form



Volunteers are always needed. A **background check** is required and costs **\$5** per applicant. An application for a background check can be picked up in headquarters at each battalion. When you submit the application, please include the \$5 fee. Please allow at least 2 weeks for processing.

Name _____

Best number to reach you _____

Address _____

Email address _____

Please mark which activities you would be interested in helping with.

_____ Parent Student Association (PSA)

_____ Auction

_____ Fundraising

_____ FTX Prep

_____ School improvement projects

_____ FTX

_____ Spaghetti dinner

_____ Field Trips

_____ Bingo Night

_____ Awards Ceremonies

_____ Harvest Party

_____ Battalion Review

_____ Veteran's Day Parade

_____ Graduation

_____ Christmas Tree Sales

_____ Color Guard/Rifle Team

_____ Christmas Parade

_____ Yearbook