

Livermore-Yotsukaido Sister City Organization

Student Ambassador Program 2011

Dear Applicant:

Every year a group of eighth grade students from the Livermore middle schools are selected to participate in a unique student exchange with our sister city of Yotsukaido, Japan through our LYSCO Student Ambassador program.

This is the time of year when we ask for interested students to submit their application for this wonderful opportunity.

Yotsukaido, Japan is similar in size to Livermore, California, and is located one hour east of Tokyo. The Japanese families of our sister city are eager to share their culture, educational system, and leisure activities with Livermore students. If chosen, you will be housed with a Yotsukaido family, and will experience many fabulous cultural and environmental differences. You will attend a middle school for 3 days during your stay.

You are required to attend the mandatory informational meeting on **Wednesday, March 30th at 7:00pm**, East Avenue Middle School Library to learn more about this program. Check with your school for the meeting details.

Requirements for the Ambassador program are:

- 1. The ambassador must complete and return the application by 4/15/11.**
- 2. Two teachers must complete and return recommendation forms by 4/15/11.**
- 3. The ambassador must have at least a 1st semester grade point average of 3.0 with no failures.**
- 4. The ambassador must participate in an interview with LYSCO's Student Ambassador Selection Committee members.**
- 5. The ambassador's family must be willing to volunteer in the planning/logistics of the trip to Yotsukaido in 2011 and be willing to help with the planning/logistics of the in-coming Japanese students and Chaperones in the spring of 2012. Families may need to host a Japanese student ambassador/chaperone in spring of the 2012 for a minimum of 8 days.**
- 6. The ambassador's family must provide or arrange for transportation for the student ambassadors to all the student ambassador student events.**
- 7. The ambassador's family must become members of LYSCO. (\$15)**
- 8. The ambassador must be willing to meet with other ambassadors prior to their trip to learn about Japanese culture, language and to participate in a skit or musical routine.**
- 9. Be an outstanding and responsible representative of Livermore, California and the United States of America!**
- 10. This is a one Year commitment. The 2011 Program does not conclude until completion of Yotsukaido students visit to Livermore in the spring of 2012.**
- 11. Must be willing to abide by the LYSCO Ambassador/Chaperone Code of Conduct.**
- 12. Must provide a copy of your 1st semester's report card.**

Application for Livermore / Yotsukaido Sister City Student Ambassador Program

(Applicant must complete form. All answers must be neatly handwritten.)

Part I --- Personal and Family Information

Applicant Name _____
(last) (first) (middle)

Address _____

City _____ State _____ Zip _____

Home Phone _____ Student email _____

Date of Birth _____ School _____ Current school year _____

Citizenship: _____

Parent /Guardian Information:

Parent/Guardian(s) that you live with: _____

Parent/Guardian Name Daytime Phone Email

Parent/Guardian Name Daytime Phone Email

Parent/Guardian Address

Parent/Guardian Address, if different from applicants:

Parent/Guardian Name Daytime Phone Email

Parent Address, if different from applicants

Siblings:

_____	_____
Name	Age
_____	_____
Name	Age
_____	_____
Name	Age

Best Parent/Guardian Contact Phone (_____) _____

Best Parent/Guardian Contact Name: _____

Best Parent/Guardian Contact Email: _____

(Print Clearly)

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**Part II -- Short Answer (To be completed by applicant. No assistance is allowed!
(Must be handwritten and in ink. Use extra paper if needed))**

1. Besides seeing a different culture why do you want to be a student ambassador? What do you expect to gain from this experience?
2. Describe the activities you enjoy with your family / friends / alone.
3. What are your responsibilities and / or chores at home?
4. List your extracurricular activities both at school and in the community.

5. Describe your family and how you get along with the different members. Describe two of your best friends and tell why you are friends with them.

6. Why do you think you should be chosen to be a LYSCO Student Ambassador to Japan?

7. Describe any travel experiences and student exchange/hosting experiences that you have had.

I agree to confidentially disclose any allergies or special needs I may have upon my selection. I understand that I must return this application with a **copy** of my first semester grades (2011-2012 school year) by **Friday, April 15, 2011**. I must also request recommendations, via the forms provided, from two teachers to be returned by the teacher on or before **Friday, April 15, 2011**. We agree to abide by the selection process and decision of the LYSCO Exchange Program committee.

By signing below, I acknowledge I, _____ (student name) completed this application on my own. I received no assistance in answering questions 1 – 7, Part II.

Student signature

Date: _____

By signing below, I _____ (parent name) acknowledge my student completed questions 1 – 7, Part II on his / her own.

Parent/Guardian Signature

Date: _____

Parent/Guardian Signature

Date: _____

Internet Application

Financial obligations include:

1. Airfare and medical / trip insurance approximately \$1600.00.
2. Bus fare to and from San Francisco Airport. Parents are not allowed to transport students.
3. Gifts, as chosen by the student ambassador, for Japanese host families.
4. Passport (must be valid for at least 6 months post travel time) renewal or purchase.
5. Two extra passport photos.
6. \$125 Administration fee paid to LYSCO plus LYSCO membership dues at \$15 per family.

To apply to become a Student Ambassador for Livermore during October / November 2011, you must provide and arrange for the following documents to be completed and submitted by **April 15th, 2011**.

1. Complete the attached application/code of conduct (can also be found on the website at www.lysco.org.) It must be signed by both applicant and parent(s) / guardian(s), and mailed or delivered by **April 15, 2011** to:

**LYSCO
P.O. BOX 170
Livermore CA, 94551**

2. Provide two current 2011 core, math or science teachers with a Teacher Evaluation form to be completed and sent through the Livermore Valley Joint Unified School Intra-District mail to: Linda Smith, Mendenhall Middle School. This is a confidential document and must be returned by the teacher. In the case of a private school or home school, students should provide their teachers with a stamped, addressed envelope to LYSCO (address above) with the Teacher Evaluation form. The teacher can then fill out the form and mail it.
3. *A copy of your 1st semester report card*

We will begin notifying applicants of their preliminary selection and to set up interviews in April.

Thank you for your interest in this fantastic and exciting program,

Bruce Wolfe, President
Keith Jess, Vice President/Student Ambassador Program Coordinator
Lucy Urrutia, Treasure
Cybelle Beaulieu, Secretary
Linda Smith, LVJUSD Teacher Representative
Trevor Malone, Student Representative
Ashley Jess, Student Representative
Abby Peterson, Student Representative
Erik Blaze, Student Representative

Dear 7th Grade Core Teachers:

The Livermore Yotsukaido Sister City Organization (LYSCO) sponsors an exchange program with our sister city, Yotsukaido, Japan every year. This October/November twenty of our students will travel to Japan, and next spring (2012), twenty Japanese middle school students will visit our schools in Livermore.

Your classroom is the primary place where students will learn about this opportunity.

Students entering 8th grade in the fall (current 7th grade students) are encouraged to apply. Those traveling to Japan will stay with host families, attend middle school while in Japan, and tour the surrounding area.

This program is sponsored by LYSCO. However, the school district has treated this as an enrichment fieldtrip, and no ADA funds should be lost due to children traveling on this trip.

Please take the time to announce the program to your students. Pass out fliers to those interested. Additional fliers can be picked up at the front office. Because not all students will be interested in this program, only a handful of fliers are being delivered to every class. Applicants can also obtain a flier by going to the LYSCO website at www.lysco.org.

Key points to remember:

- 1 Livermore students with at least a 3.0 grade point average and no F's may apply.
- 2 About 20 students will be selected.
- 3 Mandatory information meeting will be at **East Ave Middle School Library on March 30th, 2011 at 7:00pm.**
- 4 Cost is approximately \$1600 for the trip, including airfare.
- 5 Students from all Livermore middle schools (Public or Private) are encouraged to apply.

For more information, contact Keith Jess-Vice President/Student Ambassador Program Coordinator at (510) 501-8652, or tvgc@pacbell.net

Teacher Recommendation

Livermore Yotsukaido Sister City Organization Student Ambassador Program

As part of the application process to participate in a one-week exchange with Livermore's sister city in Yotsukaido, Japan, each applicant has been asked for two recommendations from their current year teachers. Answers on this form do not necessarily limit participation in this program. This form will help paint a picture of the student's ability to be a positive ambassador of Livermore when visiting Japan and staying with Japanese students and their families. Information on this form is kept confidential. Teachers, please send them directly to the Teacher representative or LYSCO.

Student Name: _____

Date Recommendation letter given to teacher: _____

Teacher Name: _____ Email _____

Subject Taught: _____ How long have you known student _____

Use a scale of 1-4, 1=Below Expectations, 2= Meets Expectations, 3= Above Expectations

4 = Exceeds Expectations

Score	1	2	3	4
a. Interacts well with classmates				
b. Behavior in class				
c. Participates in class				
d. Helps other students				
e. Has self initiative/motivated				
f. Is respectful to others				
g. Pays attention in class				
h. Completes assignments on time				
i. Follows directions				

Would you recommend this student as an ambassador? () Yes () No

Please explain why you think this student should or should not be an ambassador.

Please list any additional comments or concerns? (Please be candid. This a confidential document)

Please return the completed forms to:

LVJUSD: Deliver to Linda Smith at Mendenhall Middle School by Friday April 15th, 2011

Non-LVJUSD: Mail to LYSCO PO BOX 170, Livermore, CA 94551 by Friday April 15th, 2011

All mailed applications must be post marked no later then 4/15/2011.

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Code of Conduct for Student Ambassadors/Chaperones/Parent/Guardian

Overview of Responsibilities

STUDENT AMBASSADORS:

- Adhere to LYSCO rules and regulations for behavior and good conduct
- Treat all other students with respect regardless of sex, race, religion or school
- Treat trip leadership with respect and appreciation for their volunteerism and support of the student ambassador program.
- Show respect and gratitude to the Yotsukaido students, host families, YLSCO organization, and all other persons the student will meet and interact with during their stay.
- Adhere to proper dress policy as it pertains to trip guidelines

CHAPERONES/PARENT/GUARDIANS

- Support LYSCO rules for student/chaperone/guardian behavior and ensure that their student understand the importance of and expectations of how they conduct themselves according to LYSCO standards.
- Provide the LYSCO organization with their current address, email and all current telephone numbers
- Ensure student attendance and active participation at weekly meeting. Student attendance is the responsibility of parents and/or guardians. Failure to attend 2 meetings without previous notice and approval from Program Coordinator may result in the student being removed from the program.
- Decisions made by the selection committee are final and not open to negotiation. These may include but are not limited to: selection into the program, roommate assignments and Japanese hosting decisions.
- Parents/Guardian must be willing to volunteer to help with multiple activities and tasks in order to support the program.
- LYSCO maintains a "no tolerance" policy under which the parents/guardian will be responsible for their student's behavior while participating in the program. The consequences for non-compliance with this Code of Conduct can be up to and may include the possibility of removal from the program and their student being sent home from Yotsukaido, Japan at the parent's expense.

I have read, understood and hereby acknowledge the LYSCO Code of Conduct.

_____ Date _____
Student Signature

_____ Date _____
Parent/Guardian Signature

_____ Date _____
Parent/Guardian Signature

Internet Application

PACKING LIST FOR YOTSUKAIDO TRIP STUDENT AMBASSADORS

Below is a suggested packing list for student ambassadors going to Yotsukaido, Japan. Please remember to label things that can easily be lost, misplaced or difficult to identify. That includes backpacks, cameras, jackets, and anything else you think needs labeling.

Gift ideas for your host families follow the packing list.

School Attire:

Boys: Long pants (Dockers, no denim jeans), nice shirts (polo's, collared), new pair of tennis shoes to take with you to school (never worn outside)

Girls: Long pants (no denim jeans) or dress/skirt (but **not** a short one), new pair of tennis shoes to take with you to school (never worn outside)

Reception Party Attire:

Costume Party (but you don't need the extra shoes)

Regular Attire: (clothes must be Livermore school appropriate)

Boys: Jeans or shorts, shirts, sweatshirt/light jacket, tennis shoes/walking shoes

Girls: Jeans or shorts, shirts, sweatshirt/light jacket, tennis shoes/walking shoes

Personal Items:

Slippers, toothbrush, toothpaste, hairbrush/comb, deodorant, daily medications, etc and as appropriate (do not carry these on the plane)

Other Items:

Underclothes, socks, pajamas, bathing suit, small umbrella or poncho, small backpack or fanny pack, Japanese-English dictionary, camera and film, book/deck of cards/etc for plane trip, international phone card (if need), small flashlight, gift(s) for host family, school homework (make copies of textbook pages rather than taking the textbook, when possible), wallet or some way to carry cash

Keep in mind as you pack:

- 1 Students are responsible for carrying ALL their own luggage through the airport, and in and out of vehicles (buses, cars)
- 2 Students are responsible for carrying personal items (money, camera, extra sweater, etc) as we sightsee in Japan, attend school, and other outings
- 3 Yotsukaido students wear formal uniforms to school. **No Make up or jewelry allowed.**
- 4 Students are representing Livermore, California and the United States – so look nice
- 5 **If you are not sure if it is appropriate or not, leave it at home**
- 6 Weather in Yotsukaido is similar to Livermore but expect some rain and can be cold.
- 7 Do not count on the host family to launder any clothes
- 8 **Baggage Limit 1 Bag 50lbs max.**
- 9 **No cell phones or personal gaming devices allowed on the trip.**
- 10 **No Chewing gum. We will permit gum on the flights, just not while staying in Japan.**

Shoes are NOT worn inside homes. Japanese students have clean (new) shoes for school that have not been worn outside.

This is a general list – think about what is best for you.

Try not to over pack.

Program Time Line: (dates subject to change)

- **3/30/2011- Informational Meeting, East Ave Middle School Library 7:00PM**
- **4/15/2011- Applications must be received**
- **4/20/2011- Selection Committee will review applications.**
- **4/27/2011 and 4/28/2011- Interviews (City Hall).**
- **5/04/2011-Final selections decisions**
- **5/08/2011-1st meeting with selected students and families.
(Discuss trip rules and expectations, introductions)**
- **5/15/2011-Code of conduct meeting and team building activities.**
- **5/22/2011- Team building and other activities.**
- **Mid August 2011- Begin the Student Ambassador prep meetings.**
- **10/2011 or 11/2011- Take trip to Yotsukaido**
- **Spring of 2012-Yotsukiado Students Visit Livermore**

GIFT IDEAS (These do not need to be expensive. Try to support our Livermore shops, as this is a city-sponsored program.)

- 1 Jelly Belly/Ghirardelli Chocolates
- 2 Livermore magnets and other mementos, Livermore note cards
- 3 Small photo albums
- 4 Garden gloves for host families who garden
- 5 Photo books of Livermore or the Bay Area
- 6 Coffee
- 7 Unusual kitchen items
- 8 Baseball caps, deflated soccer balls (from LYSL)
- 9 Livermore T-shirts
- 10 See's candy