

February 28, 2022

**To:** Jason Marquez

**Subject:** Request to attend the HOPE Youth Leadership Program in Los Angeles on March 10- 12, 2022

**From:** Sandra Ruiz, Counseling Department. .

**PURPOSE:**

Norte Vista has selected four, 11<sup>th</sup> grade, Latina students to participate in the program, according to the HOPE qualification guidelines. Students will be chaperoned by Counselor Sandra Ruiz and are expected to follow the HOPE outline/guidelines of the program. The first session will take place in Los Angeles, which will require chaperone, and students stay at the Millennium Biltmore Hotel for two nights. We are seeking permission from the School Board to attend the HOPE Youth Leadership Program events.

The objectives of the HOPE Youth Leadership Program include college preparation, financial empowerment, enhanced civic participation and the promotion of healthy living. Additionally, participants will engage in a digital story project to showcase their leadership project, while obtaining valuable new media training.

This exclusive opportunity offered to Norte Vista High School by the HOPE organization as they have seen promising outcomes from past participants. This is experience can be life changing, the beginning of a more successful future for our students, their families and the Alvord community.

- Attached is the overview of the program.

**DATES OF EVENT:**

March 10-12, 2021

**CHAPERONES:**

Counselor Sandra Ruiz

**TRANSPORTATION:**

Students will be transported by chaperone with parent approval. Students may not transport themselves nor may they ride with parents of other students.

**ACCOMODATIONS:** All students staying overnight at the Millennium Biltmore Hotel, two students per room and the chaperone will have a room nearby. .

**STUDENT COSTS:** All major cost will be covered by the HOPE organization as stated in the MOU.

**BUDGET:**

HOTEL STAY – COVERED BY HOPE  
MEALS/SNACKS – COVERED BY HOPE  
MILEAGE & PARKING = \$160  
**Total - \$160.00**

**COVID-19 Precautions:** Partner will ensure that selected participants are vaccinated for Covid-19. Partner will collect vaccination records and ensure participants fill out the pre-event check-in survey attesting to being symptom free. Partner will ensure participants agree to follow HOPE's COVID-19 protocol, which are aligned with local guidelines.

**PARTICIPATION:**

Students participating will have all required paperwork on file with instructors and administration prior to the event and a list of participants will be on file with administration prior to the event.



## HOPE YOUTH LEADERSHIP PROGRAM

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The **HOPE Youth Leadership Program (HYLP)** is a statewide development program designed to prepare high school Latinas for a self-sufficient future that will allow for economic and political parity through a college education. The objectives of the HYLP include college preparation, financial empowerment, enhanced civic participation and the promotion of healthy living. Additionally, participants will engage in a digital story project to showcase their leadership project, while obtaining valuable new media training.

HOPE's YLP will reach 430 high school aged Latinas annually. Participants are selected by partnering nonprofits and schools across California. Thirty-two of them will participate in an intensive program over a six-month period outlined below (Track 1), while the rest (Track 2) will convene during HOPE's two largest conferences, the HOPE Latina History Day and Latina Action Day, Sacramento.

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### PROGRAM COST

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HOPE will cover the costs of conference registrations, necessary airline travel, hotel accommodations, meals and supplies for Track 1 (six-month program) participants and one advisor (chaperone). If the partner would like an additional chaperone to accompany the group, partner agrees to cover all additional costs (partner must consult first with HOPE). HOPE will not cover the costs of ground transportation to and from session sites. Each site is highly encouraged to provide financial support to help offset the cost of the program and/or support local fundraising efforts.

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### QUALIFICATIONS (Track 1 only)

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- Latina (self- identifies as being Latina)
- Be identified by a HOPE "Partner" in one of the seven identified regions in the state (Central Valley, Inland Empire, Los Angeles County, Oakland, Orange County, San Jose and Napa County)
- 2.5 GPA -2.9 GPA range (all students per region must meet this minimum GPA requirement)
- High School Junior (11<sup>th</sup> grade, 16 or 17 years old)
- First generation college student (defined as neither parent or sibling has a college degree)
- Qualifies for the free or reduced federal lunch program at
- Completes all required forms
- Can participate and commit to all the sessions and complete all assignments.

**The program sponsors only four (4) participants per "Partner" and the chaperone.**

## **COMMITMENT (Track 1)**

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- Must attend all training sessions, a 100% commitment is required
- Arrive on time, participates all day, and stays through the end of each session
- Limit distractions (cell phone usage or other PDA/electronic devices) to breakfast and lunch breaks or when specifically allowed.
- HYL P expects its participants to make a commitment to HOPE's mission and support the continuance of HYL P by volunteering with HOPE and/or another nonprofit in the future.
- HYL P participants are expected to advance the status of Latinas by completing their senior year of high school and going on to an institution of higher learning and committing to graduating within a 6 year period. HYL P participants are also expected to keep HOPE informed of their educational and career successes and updated contact information.
- Make a \$25 donation to the Friends of HOPE to support the HYL P

## **PROGRAM TRAINING SESSION DATES\***

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Session I: Orientations	February 2022	Partner's site	Track 1
Session II	March 10 -12, 2022	Los Angeles	Track 1
Session III	April 2022	Partner's site	Track 1
Session IV	early- May, 2022	Sacramento	Track 1

\*Dates and locations are subject to change with prior notice as permitted.

## **YOUTH LEADERSHIP THROUGH LITERACY PROGRAM TRAINING SESSIONS- Track 1**

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### **Session I: ORIENTATIONS**

HOPE staff meets with partnering organization in an orientation session hosted by Partner and HOPE. Participants and parents are required to attend. School administrators or partner organization Board members are highly encouraged to attend. Program expectations, agendas and assignments will be reviewed at the orientation and parents and participants should leave the orientation well informed on logistics, all requirements and the commitment their daughter is making by being one of thirty-six participants in the program. Topics discussed during this family session are Latina Adolescents & Mental Health as well as My Daughters Going to College What Do I Need to Know (College Admissions Overview).

### **SESSION II: LATINA LEADERSHIP & COLLEGE BOOTCAMP**

**Estimated start time 11 am**

**Light continental breakfast**

#### **Day #1: TEAM BUILDING & CAREER EXPLORATION**

Participants partake in a variety of team building exercises intended to foster leadership and self-worth. Later they will be introduced to Latino professionals that support the HYL P program and who will share their job duties in various fields in the private sector.

**LUNCH**

This working lunch will featured an opportunity to spend time and build relationships with Latina professionals working.

### **Latina Leaders Panel & Site Visit**

The Latina Leaders panel is intended to expose participants to Latina professionals from various sectors in order to foster curiosity and engagement in career and education. Past panels and site visits have included Latina civic leaders hosted by LA Mayor Garcetti's Office, Latinas in Technology with Nation Builder, and Latina in News & Entertainment hosted by the Walt Disney Company.

### **Etiquette 101 & Dinner**

The etiquette session is intended to introduce participants to the basics on etiquette at the table and on conversation starters to motivate positive self-image and confidence. Additionally, networking tips and professional wear will be addressed. This has been one of the most memorable sessions for the participants.

## **Day #2: LATINA HISTORY DAY CONFERENCE**

**Start time 8:30 am**

### **BREAKFAST**

#### **Latina History Day Conference**

The *Latina History Day* conference, for which the Annual Latina History Day in California was created, draws over 800 women to celebrate the historic accomplishments of Latinas and presents workshops on career development, community issues, and financial empowerment. Scheduled annually on the second Friday of March, *Latina History Day* is the only conference in Los Angeles that is designed specifically to meet the needs of Latinas in Leadership; offering her resources, skills development, and networking opportunities to advance her career. HYL P participants will participate in the conference's breakfast, and lunch program where they will interact with Latina professionals and also enjoy the inspirational remarks from keynote speakers. HOPE will work with the partners to ensure participants come prepared with business cards and ready to practice their new networking skills.

#### **Financial Empowerment**

Participants will engage in a dynamic session focused on the emotional, cultural and factual aspects of money. The goal of the session is to ensure that participants understand how money can be a tool used to obtain self-sufficiency and empowerment. Participants will learn fundamentals of budgeting, savings, and credit. They will also learn about the importance of higher education as a financial investment.

#### **Latina's in STEM**

This workshop will give young Latina women the opportunity to explore careers in the Science, Technology, Engineering and Math fields. The workshop engage participants and Latina STEM professionals with hopes of inspiring young women to

## **LUNCH**

### **Youth Body Image & Mental Health**

During this session participants will learn ways to foster self-love and maintain a body positive experience for themselves. Participants will also have the opportunity to self-disclose in a safe space in order to promote a sense of unity and support.

### **Survey Assignment Overview and Student Advocacy**

Participants have the opportunity to present their survey findings, receive feedback and analyze their recommendations in preparation to their findings presentation in Sacramento.

## **Dinner**

### **The Power of Youth Organizing - Youth Roundtable Discussion**

Participants will learn from each other about issues that motivate them to organize community and transform a negative into a positive by creating a compelling campaign and seeking help from adults and their peers to create change. Participants of Hope's programs will have the opportunity to discuss community issues of most impact to young people. HYLIP participants will have the opportunity to gain an ally from their region while discussing their perspectives. Youth participants are the center focus of these discussions. HOPE is traditionally joined by a local youth serving organization. Previous topics of discussion were public safety, education, gun violence, immigration and bullying to name a few.

### **HOPE Programs Fellowship Session**

This session is intended to build fellowship between HOPE Leadership Institute and HOPE Youth Leadership Program participants. Participants learn about one another and adults share their personal narratives and education to career trajectory. This session serves as motivation for HOPE Youth participants.

## **Day #3: Los Angeles area university campus**

**Estimated start time 9 am**

## **BREAKFAST**

### **Host Campus Introduction & Introduction to Student Life**

Host campus representative will speak to participants about highlights of the school, including recognized programs and services that make that Campus different from the rest. They will also provide with general student body statistics and admission process and important deadlines. A candid student panel presentation will follow in which they will address student life, academic challenges, and general campus experience. Participants should end the presentation with a clearer understanding of life at the host CSU campus and with a general idea if that is the campus for them.

### **Overcoming Financial Aid Myths and Fears**

A Financial Aid advisor will review federal and state financial aid options for students and will explain the process of applying. Participants will be given all relevant datelines and will fill out sample applications. Loan and scholarship options will be discussed as well as options for AB 540 students.

### **Revisiting your Academic Path**

This meeting will provide participants with the unique opportunity to meet with an Admission's Counselor and discuss their previously assessed transcript to determine best path for admission into a California public university. Participants will leave the meeting better informed about the possibilities for admissions and classes to focus for the summer and upcoming school year. Participants are encouraged to come prepared with any questions they may have about the admissions process.

### **Needs Assessment with HOPE Team**

Each student has a 20 minute meeting with a HOPE Leadership Institute graduates and HOPE staff member to revisit personal and professional goals and discuss possible hurdles. Participants will leave with a greater understanding of how HOPE can be a resource to them even after their graduation from the program.

### **Connected: How to be a Leader with Social Media and Technology (Social Media Etiquette )**

We believe Latinas should be knowledgeable on new media but also have the tools and know-how to use it responsibly. As social media plays an increasingly bigger role in the way youth communicate with each other and the masses this session addresses awareness on the exposure, risks, privacy issues and liabilities every students should know about. This is an interactive session that walks participants through exercises that define the brand they want to share with the world and how to translate that online.

### **Lunch**

### **Planning Beyond the Community College**

Based on the fact that Latinos have the lowest transferring rates from a community college to a university and that 48% of HYLIP program graduates attend a community college after graduating high school, participants will hear from experts on college transferring best practices and from students that have gone through the transferring experience. The goal of the session is for participants to fully understand some of the challenges they could face as they begin the transfer process and how to best prepare for their successful transfer to a four year institution.

**Return home- no dinner provided**

**Estimated End Time 5 pm**

## **SESSION III: LATINA ACTION DAY (Sacramento)**

**Day #1**

**Estimated start time 10 am**

## **Breakfast**

A networking game will be introduced in which participants will compete for the most contacts they make over the conference. We understand the importance of having a professional headshot and the difficulty students may have in having one taken, for this reason, HOPE provides the opportunity for each of the participants and their advisor to take a headshot which is later made available in digital form via an online link.

## **Survey Presentations**

Participants in the HYLIP will present before a panel of legislative experts their findings in their regions/high schools based on their survey findings. They will present sound recommendations that can be addressed at the State level. This session provides them with presentation skills, public speaking and build their confidence as subject matter experts.

## **Latina Action Day Conference Luncheon**

Once a year, HOPE convenes 400 Latina leaders from all regions of California in Sacramento for an annual public policy issues conference, Latina Action Day Sacramento. This one day conference is designed to facilitate dialogue between corporate and community Latina leaders and elected officials on public policies affecting Latinas in California. Through town halls, public hearings, and workshops, HOPE presents up to date information, analysis, and access to decision makers on critical issues such as access to healthcare, higher education, and the California State budget. Participants will not only have the opportunity to visit their state representatives at the capitol but also have the opportunity to attend the evening's reception where elected officials greet their constituents and participants get to interact with an array of professionals.

## **Art & Activism: A Youth Town Hall**

This session brings together 100 high school students from across California to explore their political voices through art. They will discover how art has been and can be used as medium for advocacy. Students will work as a collective to develop banners that will be used during the march to the Capitol.

## **Class photo at the state capitol**

## **Light Dinner**

## **Day #2**

## **Breakfast**

### **Advocacy 101**

Participants will enjoy a breakfast with the HOPE Leadership Institute participants. This will be their opportunity to develop a strategy and rehearse their talking points before their scheduled meetings with their state representatives at the States Capitol.

## **Legislative Meetings**

HOPE will schedule constituent visits for regional groups. Participants will have the opportunity to share their research and recommendations with their elected representatives.

## **Amazing Race**

A scavenger hunt of the state Capitol, teach participants facts about the legislative process and the history of the state capitol as well as past and present leaders.

## **Legislative Meeting Debrief**

Debrief session at a reserved space at the Capitol with testimonials from HYL and HLI. Participants will reflect back on the four-month program and complete a comprehensive program evaluation and electronic post-assessment evaluation.

## **Graduation**

The graduation ceremony will be an opportunity for participants and their families to close out the program. Testimonials will be given from participants and their advisors. A prominent key note speaker will give words of encouragement to participants. Sponsors will have an opportunity to address the group and take photo with participants. Volunteers will be thanked. Elected officials will be invited to participate as well.

**Return home approximately 4 pm-no dinner provided**

## **Projects Summary (Track 1)**

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### **Latina High School Seniors: Assessing Their Opportunities for Success**

Each group of participants will conduct a survey of 80 Latina high school seniors. They will be responsible for compiling the data, analyzing the results and developing recommendations to improving the life of their peers based only on the data collected. Participants will then present their finding at a youth town hall in Sacramento.

Outcomes: Participants will develop new and enhance existing public speaking skills, presentation skills, PowerPoint and Excel skills, and analytical skills. They will be informed on the status of Latina seniors and empowered with original data they collected which they will use to educate legislative members and staff on critical issues that affect their peers' probability for success.

### **Digital Story Project**

Each regional group will be responsible for the recording, editing and full production of a 3-4 minute video that addresses one of the issues found to be of the most relevance in their community based on their survey project findings or an issue area selected by HOPE.

### **Assigned Readings**

Sean Covey's *The Seven Habits of Highly Effective Teens*.

Timeline: A complimentary copy of the book will be distributed to participants at the January orientations and a schedule for readings and overview will be determined.

Check-ins will take place from January-February, further instructions will be given prior to check-ins starting.

## **CaliforniaColleges.edu**

All HYLP participants are required to create an account at [www.californiacolleges.edu](http://www.californiacolleges.edu). Californiacolleges.edu is the state's official website that provides information about higher education in California for students, counselors, and parents. It has been developed in collaboration with the California State University (CSU), University of California (UC), California Community Colleges (CCC), Association of Independent California Colleges and Universities (A I C C U), and the California Department of Education.

### **Timeline:**

Participants will be assigned to create an account and complete the predetermined "Learn About Yourself" exercise to help determine what career will be a good fit based on their interests and strengths. Participants will also be tasked to explore a career in the STEAM field. This exercise will also help HOPE staff best match participant with an HLI career coach. Complete the exercise by orientation date or prior to March 1st.

## **Thank You Cards**

All participants, either individually or as a group are expected to mail thank you letters/ cards to each of the speakers and presenters of the program. This is an important gesture of gratitude that through the years has ensured distinguished professionals and community leaders volunteer their time to the HYLP.

## **For more information contact:**

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