

District 6880

RYLA 2012



CLUB CHAIRPERSON RESPONSIBILITIES

1. Recruit RYLA students.
 - a. You may ask for nominations from your club.
 - b. Students may be children of Rotarians.
 - c. You may contact your local schools for referrals. A sample letter is enclosed. Please be sure if you send out this letter to add your name, address, telephone number, and telephone number for the school and student.

2. Once the selection is complete, mail the application to:

Darren Glass
303 North Shiloh Street
Linden, AL 36748

3. Select one or two alternates in the event a student must cancel.

4. Arrange for transportation – usually carpooling with students and club members.

5. Your committee should meet with the RYLA students and parents at least three weeks prior to RYLA. If students decide not to attend or if the parents have any concerns, we can determine if we need to add an alternate. Provide parents and students the following information: The RYLA fact sheet, the hold-harmless agreement, the medical release and dietary needs form, transportation plan for the student, emergency contact telephone numbers. (This information will be provided to you prior to your meeting)

6. Mail the following to the RYLA Chairperson by Wednesday, March 15^h.
 - a. Project Release Form
 - b. Medical Release and Dietary Form
 - c. Transportation Plan