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# BLUE RIDGE LEADERS' SCHOOL

## Parent Packet

2019 YMCA BLUE RIDGE LEADERS' SCHOOL  
Saturday, June 15 – Saturday, June 22, 2019



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Please review the information carefully and follow the instructions completely. Check and double-check all enrollment forms and class schedules for accuracy. Make certain all required signatures are included and all required forms are returned. Inaccurate forms, incomplete forms, missing forms and/or improper deposits will delay the registration process and potentially result in the participant being placed on a waiting list.

**Questions? Please contact: Greg Hall, School Director, at 828-275-4662 or GregHall@yblueridge.org, OR Brianne Pietronicco, School Registrar, at 757-593-2768 or BriannePietronicco.BRLS@yblueridge.org.**

## OVERVIEW

### BLUE RIDGE LEADERS' SCHOOL: MISSION AND PHILOSOPHY

Since its inception in 1922, YMCA Blue Ridge Leaders' School has retained its basic philosophy of training teens to be leaders in all aspects of YMCA health and physical education. For youth and adults, BRLS develops teaching and performance skills, builds self-esteem and leadership qualities, enhances leadership training within the local Association, and strengthens traditional Christian values that foster the essential unity of spirit, mind and body for all.

Blue Ridge Leaders' School is committed to training teens to be leaders in their local YMCAs. It is a school environment, not a camp, with a curriculum designed to maximize the benefit to Leaders' Division participants (ages 13-18) as well as Senior Division participants (ages 19 and up). All attendees in the Leaders' Division will receive a pass/fail grade.

A hallmark of the School is its profound structure and high standards of:

- **Behavior** – Positive personal attitude and conduct is required.
- **Physical Participation** – The daily pace is fast and demanding. 100% involvement is a must.
- **Individual Performance** – Hard work and striving for personal improvement is expected of all.
- **School Honor Code** – It is to be acknowledged and upheld.

### SCHOOL HONOR CODE

"I will honor my Creator and the standards of conduct and spirit of the YMCA Leaders' School. I will strive to excel as I develop in spirit, mind and body. At all times I will represent caring, honesty, respect and responsibility and will not tolerate anything else in myself and others."

### LEADERS' DIVISION

**Leaders' Division** enrollees are teens ages 13-18 years as of May 31 who are active members of their local Leaders' Club (or willing to serve as the nucleus of a developing club). All should have demonstrated personal leadership skills at the home Association and proven that he/she is ready for more intensive training. A local Y Executive Director must approve each Leader's application by signing the registration form.

Blue Ridge Leaders' School is a physical education leadership development School. Therefore, it is imperative that participants possess certain basic physical proficiencies. **All leaders will participate in a fitness assessment as outlined in this guide.**

### STANDARDS OF CONDUCT

The School Standards of Conduct provide structure and limits so group members can live and participate together in a positive Christian environment. All participants in all divisions are expected to display the highest standards of YMCA leadership, human relations and good moral character. **The Leaders' Club Advisor should discuss these standards with each member of his/her delegation prior to attending the School.** Neglect of these standards and/or behavior that is detrimental to the mission and purpose of the School and/or jeopardizes the safety of any of the participants may result in dismissal from the School. In the case that someone is dismissed, all travel costs are the responsibility of the local YMCA.

All participants should be aware that Blue Ridge Leaders' School is a tobacco and alcohol free environment and no illegal substances are permitted.

### Additional Standards of Conduct that apply to LEADERS' DIVISION participants include:

- Attend all classes and School activities unless excused by the School Director or his designee.\*
- Receive a passing evaluation in all classes and behavior situations.
- The opposite sex is not permitted in living areas.\*
- Leaders may not leave campus unless approved by the School Director or designee.
- *Call to Quarters, Call to Room* and *Lights Out* are to be observed as scheduled.
- Consistent display of positive behavior and Christian values throughout the week.\*

\*Additional standards of conduct that apply to SENIORS' DIVISION participants as well.

# CURRICULUM

The Blue Ridge Leaders' School curriculum is progressive and class selections are based on the year of attendance as follows:

- **1<sup>st</sup> Year:** Basic Leadership; Science of Fitness I; Aquatics; Feeling Great; Character Development; Evening Clinic.
- **2<sup>nd</sup> Year:** Leadership (by age); Science of Fitness II; Kids in Motion; Basic Games, Sports Elective; Evening Clinic.
- **3<sup>rd</sup> Year:** Leadership (by age); Biomechanics; Coaching or Officiating Youth Sports or Junior Lifeguard; HEPA; Program Elective OR Sports Elective; Evening Clinic.
- **4<sup>th</sup> Year:** Leadership (by age); Wellness Concepts I; Advanced Character Development, Program Elective; Sports Elective; Evening Clinic
- **5<sup>th</sup> Year:** Leadership (by age); Image 101; Health Elective; Advanced Character Development; Sports Elective; Evening Clinic.
- **6<sup>th</sup> Year:** Leadership 18, Sixth Year Summit; Experiential Learning (two periods); Evening Clinic; Open Elective.

## EVALUATION PROCESS

Any exceptions must be approved by the School Director **prior to enrolling in the School** through a request by the Club Advisor. Certain accommodations may be made for permanent disability where reasonable, and based on a physician's statement and approved in advance by the School Director. Other medical situations, **with prior approval of the School Director**, should be documented with a detailed physician statement. This documentation should be presented at School check-in. Requests to exempt all physical fitness assessments will not be considered. The School is physical fitness oriented and those unable to participate in any of the assessments would be unable to fully and safely participate and successfully complete the curriculum.

Leaders' Division participants are evaluated daily and required to:

1. Successfully participate in fitness assessment mid-term.
2. Attend all classes/activities (assemblies, meals, special events, etc.). The only exception will be due to illness/injury monitored by the School medical staff.
3. Be early/on time for all classes/activities.
4. Fully participate in all classes/activities.

The final pass/fail grade is based on leadership ability, attitude and participation in all aspects of the School (classes, clinics, special events, etc.) and a written test score in each class (minimum score of 70 out of 100 required in both in order to pass)

Upon successful completion of all criteria in all sections the Leader will receive a School patch signifying their year of accomplishment. Leaders who fail the School curriculum will receive no patch and must repeat the entire curriculum the following year. Leaders who fail the School for a second time may not be allowed to return to the school in the Leaders' Division. Retesting will not occur except in extreme circumstances wherein the problem is not related to a lack of preparation on the part of the Leader.

The Club Advisor is responsible for monitoring and assisting any member of their club not performing up to standard.

## FITNESS ASSESSMENT & PROCEDURES FOR LEADERS' DIVISION

All Leaders' Division participants will complete a personal Healthy Living assessment. **The Club Advisor is responsible for working with the leaders to help them take ownership and strive for their own fitness goals.** The goal of Blue Ridge Leaders School is inspire the leaders to commit to a healthy lifestyle. During the leaders' first year the assessments will be used to establish a baseline for the Leaders & Advisors to know where they are starting from and to establish the expectations for their second year. Components of the assessment will include crunches and straight body pushups with an initial target according to age/gender averages, flexibility, and target heart rate. Each subsequent year will build on the goals from the previous year.

1. Target Heart Rate – Leaders will be shown how to find their heart rate during the first day of classes. To assess the heart rate for the leaders we will use a 3 minute step test
  - a.  $220 - \text{Age} = \text{Maximum H/R}$
  - b.  $\text{Maximum H/R} \times 50\% \text{ \& } 80\%$  gives the zone for Target Heart Rate
2. Push-Ups – The Leader will lie face down with hands under the shoulders, legs straight and slightly apart with the toes supporting the feet. The Leader will straighten the arms, keeping the back, hips and legs straight. The Leader will lower the body until there is a 90-degree angle at the elbows (i.e., the elbows will be parallel to the floor. At that point the Leader will then straighten the arms. This will count as one push-up. **We will place special emphasis on keeping the head up and in line with the trunk.**

3. Crunches – Subject lies supine on mat with knees bent at 90° and feet on floor. The arms are extended to sides with fingers touching a piece of masking tape. A second piece of tape is placed beyond the first piece 12 cm apart.

Set metronome at 40 beats per minute. At the first beep, the subject slowly lifts the shoulder blades off the mat by flexing spine until finger tips reach the second piece of tape. At the next beep, the subject slowly returns shoulder blades to mat by flattening lower back. Subject repeats curl-up in time with the metronome (20 curl-ups per minute). One repetition is counted each time shoulder blades touch the floor. Subject performs as many curl-ups as possible without stopping, up to a maximum of 75 repetitions. The test is terminated if the cadence is broken.

4. Flexibility – (sit & reach) using the below procedure:
  - Subject sits with knees straight
  - Yard stick or tape on floor between subject's legs
  - Instruct subject to reach and hold
  - Ensure subjects knees are held straight
  - Measure to nearest 1/2"
  - Score is best of 3 trials

## SCHOOL LIFE

### HOUSING

Blue Ridge Leaders' School is conducted on the campus of Blue Ridge Assembly (a YMCA conference center) in Black Mountain, North Carolina. Leaders' Division participants are housed in one of seven dorm facilities separated into male and female quarters. A limited number of rooms have self-contained baths. Others utilize locker room- type bath facilities.

All bedding is furnished for all participants. **Leaders' Division participants must bring towels (3 recommended) for the week.** Laundry facilities are not available on the conference center grounds.

It is important that the Leaders' Club Advisor remember that he/she is responsible for their club members at all times throughout the week. Rooms will be inspected prior to occupancy and at check out by the Group Counselor and a member of the School staff. Should damage occur to a room or any other facility, the person(s) involved are accountable to Blue Ridge Assembly. For lost room keys there is a \$20 charge.

### CHECK IN

Check-in begins Saturday, June 15 at 12:00 noon and closes at 4:00 pm. Arrivals after this time **may** be granted for extenuating circumstances only. Prior approval by the School Director is required. Reveille is at 7:00 am. All Leaders must be checked-in prior to reveille. Sunday morning arrivals **MUST** be approved in advance by the School Director. **There will be absolutely no Sunday arrivals after 7:00 am.**

The School officially begins with "Call to Dorms" at 4:15 pm. Check-in occurs in the lobby of Eureka Hall. A member of the School staff will be available to assist you if needed. Dorm rooms are not ready for occupancy until after 2:00 pm.

### CHECK OUT

The School ends with the closing assembly on Saturday, June 22 (approximately 10:30 am). All enrollees are expected to attend the closing assembly.

### DAILY SCHEDULES

On Saturday, June 15, all Leader Division participants and Group Counselors will report to their dorms at 4:15 pm for room inspections, a meeting with their counselor and the first meal at 5:30 pm. Following the meal, the entire School assembles for the evening vespers, and the School is underway.

The schedule below runs Sunday through Thursday. A special schedule for Friday will be provided and reviewed during the week.

## Daily Schedule

Sunrise Viewing Opportunities:

Sunday, June 16 and Saturday, June 22

7:00 am..... Reveille  
7:45 am..... Breakfast  
8:45 am..... Morning Assembly  
9:15 - 11:40 am..... Classes  
12:00 - 12:45 pm..... Lunch  
12:45 - 1:15 pm..... Free time  
1:30 - 5:15 pm..... Classes  
5:15 - 6:00 pm..... Free time (Club meetings Monday\*\*)  
6:00 - 6:45 pm..... Supper  
6:45 pm..... Vespers  
7:15 - 8:30 pm..... Clinics  
8:45 - 9:45 pm..... Evening Activities

Each evening includes a unique event as follows:

Saturday – Dorm Meeting  
Sunday – Group Meetings with Counselor  
Monday – All School Activity (watch for new additions)  
Tuesday – All School Achievement Events\*  
Wednesday – School Dance  
Thursday – Club Meetings\*\* (locations will be assigned)  
Friday – School Show  
9:45 pm..... Call to Quarters (*Group Meetings*)  
10:45 pm..... Call to Room (Individual Quiet Time)  
11:00 pm..... TAPS, ALL QUIET, LIGHTS OUT

\*Please note current School Achievement records are included with registration materials.

\*\*Organized by Advisor but locations will be assigned by the School Leadership Team.

## MORNING DEVOTIONALS & EVENING VESPERS

A club may submit a written/email request to the School Director for consideration in being assigned a morning devotion presentation. To be considered, all presentations must adhere to the following:

- Message must **strongly** reflect Judeo-Christian principles, the purpose of Blue Ridge Leaders' School, and be based on the teachings of the Holy Bible and include a prayer.
- Message must **clearly** reflect the daily subject.
- Message must be positive throughout the entire presentation.
- The total presentation must not exceed fifteen minutes.
- Special effects must be limited.
- Must be able to be presented outdoors or indoors.
- Devotional preview must be submitted to the School Director per schedule to be provided.

Morning Devotionals are presented by clubs selected at previous year's School.

Vespers are presented each evening by one of the Honor Leaders. The daily subjects for morning devotions and evening vespers are:

<u>Day</u>	<u>Devotion/Vespers</u>
Saturday	Responsibility (Vespers only)
Sunday	Respect
Monday	Honesty
Tuesday	Caring
Wednesday	Diversity/Inclusion
Thursday	Patriotism
Friday	Faith
Saturday	Closing thoughts

## MEALS

Meals begin with dinner on Saturday, June 15 and end with breakfast on Saturday, June 22. Meal items are labeled with nutritional information to maximize each Leader's ability to select a balanced diet. There are adequate vegetarian options. Gluten-free and other specific needs should be coordinated by advisor and emailed to Brianne Pietronicco, Registrar, at [BriannePietronicco.BRLS@yblueridge.org](mailto:BriannePietronicco.BRLS@yblueridge.org), before May 30. If there are any dietary restrictions please note them on your enrollment form.

## WHAT TO BRING

- 2–3 Towels (Leaders' Division)
- Personal toiletries
- Workout clothes (tee shirts, tank tops, athletic shorts) for the week
- Nice clothes for Friday evening (females-dress, males-shirt/tie)
- Umbrella/raincoat
- If participating in a mud run, clothes and shoes you can throw away at the end of week.
- Special equipment/apparel for classes (swimsuit, soccer shoes)
- Paper & pen
- Hand Sanitizer
- Health/accident insurance card
- 2–pairs of athletic shoes
- 2 Reusable water bottles (no energy drinks)
- Swimsuits (**one piece only** for females)
- Spending money (vending machines, store, picture\* (\*seniors) etc.)

It is recommended that all personal belongings outlined below be clearly identified and securely stored. Clothing must be appropriate per activity (so as not to restrict participation and/or compromise safety) and jewelry/accessories are discouraged. Clothing must cover midriff and dresses/tops for banquet must have a modest neckline. Clothing with inappropriate statements, language or graphics is not permitted. Hats and sunglasses are allowed for outdoor use only.

### **MEDICAL CARE & INSURANCE**

In case of illness or injury a qualified staff member will evaluate the condition, administer minor first aid if necessary and assist in coordinating all further treatment. A nurse is on duty at the School. A medical clinic is ten minutes away and two hospitals are located in Asheville. However, it is the responsibility of the Club Advisor to insure that treatment and follow-up care is provided. The Club Advisor for each delegation must maintain a written list of all medications and oversee the administering of all medications for the members of his/her delegation.

**Advisors should review medical information and assist with any needs, i.e., gluten free, vegetarian, etc., coordinating such with the School as needed.**

Blue Ridge Leaders' School does not carry accident insurance coverage. Accident insurance is the responsibility of the individual.

### **VISITATION**

Guests of the School are welcome but must adhere to the following policy. Please share this policy with anyone associated with your Leaders' Club who may wish to visit.

- Saturday, June 15 open visitation until 4:00 pm
- Friday, June 21 open visitation from 2:00 pm until taps (check-in at the entrance (or Blue Ridge Center Lobby after 5pm) is required)

All other visitations require **prior** notification and check-in with the School Office. Occasionally YMCA professional staff from participating YMCAs desire to visit. This is welcomed, **but requires prior approval by the School Director. Sorry, there is no available on-campus housing.** It is preferable that these guests be escorted during their visit and it may be possible that on-campus meals could be purchased from the Leaders' School. All preapproved visitors must also check in at the School office upon their arrival.

## **ENROLLMENT**

### **REGISTRATION AND FEES**

All registration materials and information will be posted on [ymcabrls.org/registration](http://ymcabrls.org/registration) the week of February 11. Advisor registration how-to webinars will be held the week of February 18. Online registration will begin the Week of February 25. Individual Leader and Advisor/Senior Leader online applications will need to be submitted with the advisor. The links to BRLS applications will be live beginning February 25, 2019 at 10am ET. Beginning March 11 the Club Registration and Delegation Template will be open for clubs to enroll. Please make sure your entire club including waiting list is registered in the system before submitting. There is a medical form that parents will need to fill out in order for your leader to register.

Advisor/Senior applications will be accepted on the basis of up to 1 adult to 15 Leaders ratio. Additional Seniors' Division applications will go on a wait list and handled later during registration.

#### **Leaders' Division - Total Fee \$535**

Enrollees must be age 13-18 as of May 31, 2018. Enrollees must be active members of the local Leaders' Club or willing to serve as the nucleus of a developing club. All should have demonstrated personal leadership skills and proven that he/she is ready for more intensive training. All must be approved by the local YMCA Executive Director.

#### **Seniors' Division - Total Fee \$610**

Enrollees must be age 19 and up as of May 31, 2018, who possess high Christian character and leadership qualities. Seniors' Division enrollees must be actively involved with the local Leaders Club and/or physical education department. All enrollees must be approved by the local YMCA Executive Director

**Delegation Fee - \$100 per Club (Branch) plus \$150 deposit for each enrollment in a single check or credit card via Square invoice (3% convenience fee applies)**

## FINANCIAL ASSISTANCE

Financial Assistance is available to qualifying applicants based on need and available funds. A financial assistance application is available at [ymcabrls.org/registration](http://ymcabrls.org/registration) for parents to submit. Maximum award will be \$175 per person. The application must be completed fully using the template provided. Advisor input is helpful to confirm need. First and second year Leaders' Division attendees receive priority. Applications should be submitted online by April 1.

## ENROLLMENT PROCESS

All registration materials and information will be posted on [ymcabrls.org/registration](http://ymcabrls.org/registration) the week of February 11. Advisor registration how-to webinars will be held the week of February 18. Online registration will begin the Week of February 25. Individual Leader and Advisor/Senior Leader online applications will need to be submitted with the advisor. The links to BRLS applications will be live beginning February 25, 2019 at 10am ET. Beginning March 11 the Club Registration and Delegation Template will be open for clubs to enroll. Please see your Club Advisor for additional details on the registration process and information on what to bring when you register.

# LEADERSHIP

## SCHOOL STAFF

Blue Ridge Leaders' School is operated as a program of the YMCA Blue Ridge Assembly, Inc. The School staff are appointed by the School Director and School Leadership Team on an annual basis, and is comprised of more than 90 YMCA professional directors and adult volunteers from YMCAs throughout the southeast. All have demonstrated expertise in training and possess exceptional abilities in teen leadership development.

The School Leadership Team is comprised of the following people:

- Greg Hall**, School Director. [GregHall@yblueridge.org](mailto:GregHall@yblueridge.org)
- Brianne Pietronicco**, School Registrar. [BriannePietronicco.BRLS@yblueridge.org](mailto:BriannePietronicco.BRLS@yblueridge.org)
- Melissa Bailey Logan**, YMCA Blue Ridge Assembly. [MBLogan@yblueridge.org](mailto:MBLogan@yblueridge.org)
- Chris Knox**, YMCA of Greater Charlotte. [CKnox@ymcacharlotte.org](mailto:CKnox@ymcacharlotte.org)
- Ryan Graham**, YMCA of Greater Charlotte. [Ryan.Graham@ymcacharlotte.org](mailto:Ryan.Graham@ymcacharlotte.org)
- Jessica James-Hill**, YMCA of Greater Charlotte. [JeJames87@gmail.com](mailto:JeJames87@gmail.com)
- Molly D'Avria**, Gaston County Family YMCA. [MDAvria@gastonymca.org](mailto:MDAvria@gastonymca.org)
- Jeff Jaehnen**, YMCA of Greater Louisville, [jjaehnen@ymcalouisville.org](mailto:jjaehnen@ymcalouisville.org)