



2009 Student Diversity Leadership Conference

December 3 – December 5, 2009

Colorado Convention Center-Denver, Colorado

Dear SDLC Chaperones,

Thank you for taking on the important role of chaperoning students from your school. Making arrangements for students to be present is time-consuming, so we hope this letter, as well as the attached letter to students, provides some helpful information. Please review the materials in this packet with each of your students:

- **Student Participant Letter**
- **Medical Release Form**
- **Student Contract: NOTE: We must have the signed student contract and the signed medical release form in order for a student to attend the conference. Review carefully. Once signed by both the chaperone and student, please **FAX to SDLC 2009 301-694-5124 by Friday, November 6, 2009.****

The Student Diversity Leadership Conference sessions will take place at the Colorado Convention Center-Denver, Colorado, site of PoCC. **Please note that SDLC will not include sight-seeing tours in Denver but will offer a variety of pre-conference community service projects. We encourage both chaperones and students to take advantage of these opportunities.** Student conference faculty members and staff are responsible for student participants during all sessions and activities. Students must be supervised by their chaperone at all other times (as designated in the conference program). We ask that you assist us in observing the **evening curfews, which are 11:00 pm on Thursday and 12:00 am on Friday.** At these times all students are expected to be in and stay in their assigned rooms. We ask that you assist students in being on time at all sessions, meals, and meetings.

IMPORTANT LOGISTICAL INFORMATION

- **Students must attend all student conference sessions and activities, including conference-sponsored meals.** Chaperones must know the whereabouts of students at all times.
- **Conference faculty will take attendance at all sessions.**
- **Dress is casual and must be appropriate for a conference setting.**
- Student delegates will receive lunch and dinner on Thursday, December 3rd and Friday, December 4th. Thursday through Saturday breakfasts are NOT included with student registration. Chaperones are strongly encouraged to have breakfast with SDLC delegates.
- Students should be reminded NOT to add charges to their hotel bills. Hotel telephone and room service charges can be very expensive.

If you are departing from Denver on Saturday, please plan your transportation departure and hotel check-out so that you and your students can fully participate in Saturday morning's conference activities, scheduled to end at 1:30 pm. Students and adults will work together Saturday morning focusing on the impact of identity on cross-cultural communication. Participation of all students and adults is critical to the success of the closing dialogue sessions and ceremonies.

Again, thank you for your participation in PoCC and for your help in making SDLC a success. We look forward to meeting you and your students. If you have questions, please feel free to call the SDLC co-chairs Liz Fernández at (718) 884-3069 or Rodney Glasgow at (508) 754-5302, ext. 188.

Best regards,

Gene Batiste
Vice President, Leadership Education and Diversity

Liz Fernández
SDLC Co-Chair

Rodney Glasgow
SDLC Co-Chair



Student Diversity Leadership Conference 2009

December 3 – December 5, 2009

Denver Convention Center-Denver, Colorado

Dear Student Participant,

NAIS welcomes you to the 2009 Student Diversity Leadership Conference in Denver, Colorado. You will be joined by students from independent schools throughout the United States and by speakers and facilitators who are diversity practitioners, social activists, artists, and educators. As we actively explore the impact of identity on cross-cultural communication, you will be learning dialogue and leadership skills while networking with other students and sharing creative expressions.

IMPORTANT LOGISTICAL INFORMATION

Conference Dates: The student conference begins at 8:00 AM on Thursday, December 3rd at the Colorado Convention Center-Denver with the PoCC Opening Ceremonies and ends at 1:30 pm on Saturday, December 5th with the PoCC Closing Ceremonies. **Please note that SDLC will not include sight-seeing tours in Denver but will offer a variety of pre-conference community service projects. We encourage both chaperones and students to take advantage of these opportunities.** All SDLC activities take place at the Colorado Convention Center. Conference participants will be staying at either the Denver Hyatt Convention Center (303-436-1234) or the Grand Hyatt-Denver, (303-295-1234). Please do not arrive late or leave early. Conference materials are available beginning Thursday morning at the Convention Center. In case of emergency contact the NAIS Conference Office at 303-228-8395 from Tuesday, December 1st to Saturday, December 5th. A signed Student Contract and Medical Release Form must be completed and submitted to NAIS in order to attend and participate in conference activities by **November 6, 2009**.

What to Bring: Casual clothes (appropriate for a conference setting), portable musical instruments, CDs, tapes, poetry, prose, and any art materials you may wish to use as we explore cross-cultural communication.

Expenses

Included in the student conference registration are lunch and dinner on Thursday, December 3rd and Friday, December 4th. Chaperones are strongly encouraged to have breakfast with SDLC delegates. Conference tee shirts will be available for purchase.

You will be responsible for incidental expenses including telephone calls from your hotel room. Be cautious about charging telephone calls or food on your hotel room bill.

A parent or guardian must sign the enclosed medical release form. Most important, you and your faculty sponsor/chaperone should carefully review the student contract agreement and sign it. You will be expected to abide by the rules established by the student conference faculty. Please FAX the signed medical release form and the student contract agreement to SDLC 2009 301-694-5124 by Friday, November 6, 2009. We must have these signed forms in order for you to participate in the conference.

If you, your parents, or your chaperones have any questions concerning the Student Diversity Leadership Conference, please call the SDLC co-chairs Liz Fernández at (718) 884-3069 or Rodney Glasgow at (508) 754-5302, ext. 188.

On behalf of all the students and adults who assisted in planning this event, we welcome your participation in guiding our schools from dialogue to action for creating and sustaining diverse, inclusive school communities.

Best regards,

Gene Batiste
Vice President, Leadership Education and Diversity

Liz Fernández
SDLC Co-Chair

Rodney Glasgow
SDLC Co-Chair



2009 Student Diversity Leadership Conference
December 3 – December 5, 2009
Denver, Colorado

STUDENT CONDUCT AGREEMENT

NAIS and the Student Diversity Leadership Conference (SDLC) faculty and facilitators are pleased that you will attend this year's conference. You and other students from across the country will take an active role in exploring issues of diversity. We will take a critical look at ourselves, others, and society at large. We will examine the range of diversity, including age, ability, ethnicity, gender, race, religion, sexual orientation, and socio-economic class and we will dialogue on how these identifiers impact cross-cultural communication. We will empower you to develop your own action plans for your school. The skill-building, networking, and exploring of ideas will enable you to develop strategies for creating dialogue in your own school and community.

Our goal is to create social justice for and by everyone. We expect that you will take this unique opportunity seriously. These basic rules, designed by students, provide a safe environment and promote optimum participation in the Student Diversity Leadership Conference:

- 1. Students are expected to abide by the nightly curfew and to remain in their assigned rooms. The curfew on Thursday is 11:00 PM. Friday's curfew is 12:00 AM.
2. Students may meet socially in public areas only. Out of respect and safety, students are not allowed in hotel rooms other than their own. Physical intimacy is strictly prohibited at all times during the conference.
3. The use of alcohol, tobacco, and drugs is strictly prohibited.
4. Cell phones, pagers, and other electronic devices are to be turned off during all conference sessions.
5. Students should anticipate their medical needs and carry medication, sanitary needs, cough drops. etc. at all times since students will not be allowed to leave the SDLC area to retrieve or purchase these items.
6. Students must attend all conference sessions, meals and activities. Punctuality is required.
7. During all conference sessions, conference faculty must be informed of the whereabouts of each student participant at all times. Upon dismissal, students are responsible to their chaperones.
8. Respect for the views of peers and the guidance of conference faculty and facilitators is expected.
9. Adherence to community norms and the safeguarding of a sense of community is expected and will enhance conference participation for all.
10. Students and adults who are not registered for the Student Diversity Leadership Conference may not attend any events and may not socialize at the conference site.

As representatives of your school, we expect you to work hard, have fun, and dress and act responsibly. Your school and NAIS have placed a great deal of faith in you and feel that you can not only handle the responsibility but will excel individually and collectively. By signing below, you agree to follow these conference rules and understand that violating any of them will result in expulsion from the conference.

In the unfortunate event of a student's expulsion from this conference, the student's parents are responsible for any additional travel expenses. The student's school is responsible for completing disciplinary action. The decision of the NAIS Vice President, Leadership Education and Diversity, is final.

All signatures are required prior to a student's participation in SDLC.

Student (print) _____ Signature _____
Date _____ School _____

Chaperone (print) _____ Signature _____
Date _____ Chaperone e-mail address _____

Parent/Guardian (print) _____ Signature _____
Date _____ Parent/Guardian e-mail address _____

School Administrator (print) _____ Signature _____
Date _____ School Administrator e-mail address _____

PLEASE FAX TO SDLC 2009 301-694-5124 by Friday, November 6, 2009.
This form will not be accepted unless all lines are completed. Do not leave any lines blank

Note: School administrator and chaperone should fax and bring a copy of this form.



PARENTS' AUTHORIZATION AND INDEMNIFICATION AGREEMENT

The NAIS 2009 Student Diversity Leadership Conference will take place in conjunction with the People of Color Conference in Denver, Colorado December 3 through December 5, 2009. This document is an essential part of the Student Diversity Leadership Conference, serving three important purposes. The first is confirmation that the student whose parents/guardians sign the form is permitted to take part in the Student Diversity Leadership Conference program. The second purpose is to state the agreement of the student's family and NAIS as to the allocation of the risks of: 1) the student's travel to and in Denver; 2) living away from home during the conference in an unfamiliar location; and 3) participating in the activities which make up the Student Diversity Leadership Conference Program. The third purpose is confirmation that NAIS has parental authorization to obtain emergency medical care for the student, should such care become necessary during the course of the Student Diversity Leadership Conference Program. Please read the language of these three provisions carefully and do not hesitate to call the Gene Batiste, Vice President, Leadership Education and Diversity at NAIS (202) 973-9700 if you have questions. It will not be possible for your child to participate in the 2009 Student Diversity Leadership Conference unless this form is returned with appropriate signatures at all three required locations.

1. Parental Permission To Participate

As a custodial parent/guardian of _____ (please print student's name), grade ____ (please provide the child's grade), from _____ (please provide child's school), I have given her/him my permission to participate in the NAIS 2009 Student Diversity Leadership Conference. Before signing this permission form, I had the opportunity to satisfy myself as to adequacy and safety of the arrangements for the Student Diversity Leadership Conference. I am familiar with the mental and physical health of my child ward and his/her ability to travel to unfamiliar places and be exposed to people of different ethnic, cultural, and linguistic backgrounds. My permission for my child to participate is based upon my belief that she/he has the maturity and self confidence to be able to respond appropriately to the challenges which he/she will encounter during the Student Diversity Leadership Conference, as they have been described in the printed materials which I have been given.

Signature of Parent/Guardian _____ Date _____

Print Full Name of Parent/Guardian _____

2. Parental Risk Sharing And Indemnification Agreement.

I recognize that there are risks to my child's person and property involved in air travel, surface transport and in staying in a hotel in an unfamiliar urban center. I also understand that NAIS could not afford to offer the 2009 Student Diversity Leadership Conference if it was required to bear the sole financial responsibility for those risks. Therefore, in order to induce NAIS to make the 2009 Student Diversity Leadership Conference Program available to my child/ward, I agree to share the risk of loss arising from injury to my child/ward and/or her/his property with NAIS by entering into this indemnification agreement in which I accept responsibility for all losses, except those caused exclusively by the negligence of NAIS and/or its agents.

I have reviewed the plans for the Student Diversity Leadership Conference and recognize that use of regularly scheduled airlines or other vehicles to provide transportation between our home and Denver, Colorado involves risks to person and property, which may include serious injury and death, and I agree to accept those risks. From my review of the plans for the 2009 Student Diversity Leadership Conference, I am aware that my child/ward will also be exposed to the risks of surface travel in cars, taxis and buses while participating in conference activities, including volunteer activities and I accept the responsibility for those risks. I have reviewed the arrangements for the Student Diversity Leadership Conference and understand that my child will be staying in a hotel in Denver, Colorado with other students and their chaperones; and I accept the risk that injury may occur to my child while staying in Denver, Colorado. I have also reviewed the description of the day to day activities which will take place during the Student Diversity Leadership Conference and recognize that attending conference sessions and community service in Denver and its surroundings will expose my child/ward to the risks inherent in those activities, and I am willing to accept responsibility for those risks.

On the basis of my review of the plans for the NAIS 2009 Student Diversity Leadership Conference, and to induce NAIS to allow my child/ward to participate in the Student Diversity Leadership Conference, I, in my capacity as parent/ward of _____ (please print the student's name), and for myself and my heirs, successors and assigns, agree to indemnify NAIS and its trustees, officers, employees and agents (the "Indemnities") for any sums of money for which the Indemnities may become liable as a result of any claim, suit or cause of action which I or my heirs, legal representatives, successors and assigns or my child/ward may have, now or in the future, arising out of my child/ward's participation in the NAIS 2009 Student Diversity Leadership Conference, unless the claim, suit or cause of action arises solely and exclusively from the negligence of the indemnities, which I have not waived or released by signing this form.

I have read all of this Parental Risk Sharing and Indemnification Agreement, and I have satisfied myself that I understand what it means.

Signature of Parent/Guardian _____ Date _____

Print Full Name of Parent/Guardian _____

3. **Medical Treatment Authorization**

As the parent/guardian of _____ (please print the name of the student), a student participating in the NAIS 2009 Student Diversity Leadership Conference, I authorize physicians and / or other medical personnel, at the direction of NAIS or my child's chaperone to provide medical care to my child/ward while he/she is away from home and participating in the Student Diversity Leadership Conference, including examining, treating and prescribing medications for her/his care. I understand that NAIS and/ or the chaperone will, to the greatest extent possible, consult with me concerning the reasons for and effects of all such care. Recognizing that it may be impossible to reach me in situations in which the physicians treating my child/ward believe that beginning treatment is medically necessary, I authorize NAIS or the chaperone to permit commencement of treatment when, in the professional judgment of the physicians or medical personnel involved, such treatment is medically necessary, even if I/we have not yet been consulted. In authorizing such emergency treatment, I agree to accept the determination of the treating physician or surgeon that the treatment or examination rendered was medically necessary to protect the life, health or mental well-being of my child/ward. I give this authorization on the condition that the treating physician will attempt to contact me, if at all possible, before the treatment or examination is rendered.

Signature of Parent/Guardian _____ Date _____

Print Full Name of Parent/Guardian _____

My child/ward is entitled to medical insurance benefits under our policy with _____ (please print the name of your medical insurer/HMO.) Our policy is number _____ (please provide the number of the medical insurance policy number.)

In case of emergency, I can be reached at the following telephone numbers:

Daytime Telephone Number

Cell Phone Number

Night Time Telephone Number

Secondary Emergency Contact Phone Number: _____

Print name and relationship _____

*****PLEASE FAX TO SDLC 2009 301-694-5124 by Friday, November 6, 2009.*****
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Note: School administrator and chaperone should fax and bring a copy along with them.