

To: BCMS Students and Parents/Guardians

From: Paula Jerrell
County Extension Agent
For 4-H Youth Development

Re: BCMS Leadership Ballard

A partnership has been formed with several businesses, Ballard County UK Extension Service and Ballard County Middle School to provide some leadership training for selected students from BCMS. Representatives from these groups have planned several days of special activities to enhance leadership skills in our students. This program costs ~\$10,000 with the charter bus for Frankfort being the primary expense.

Included in this packet are a teacher checklist, personal information sheet and an application. **If your student is interested, please review the criteria with him or her, and have the student follow the directions completely, including meeting deadlines.** It is okay to brainstorm and discuss the criteria and application; however, the student must complete the application themselves and in his or her own neatest handwriting.

In classes we teach leadership styles, situational leadership, team building, communications, manners and etiquette and stages of group development. We usually have six one-hour classes and three field trips. This year our classes will take place once a month. Our field trips include going to Wickliffe to visit local policy makers; visiting volunteer and service leaders as well as a board of directors in La Center; and traveling to Frankfort on a chartered bus (if sponsorship allows), where we tour the Capitol, visit the Kentucky History Center and Vietnam Memorial and visit with state policy makers.

On the days that students tour the county, they will take a tour of local businesses and government offices along with having a luncheon to practice skills learned during etiquette class. When they visit the county businesses and organizations, each student will need to wear black pants/slacks, belt and comfortable but clean and nice shoes. A polo shirt, which will be provided by sponsors, should also be worn tucked in.

One of our last day(s) could be working on a Service Project. Students will plan and implement a project that will have them involved with service to others while utilizing their leadership skills. Or they may be involved in training such as First Aid. Depending on the project they choose, there will be more activities involved.

We can select approximately 18 students. We don't set an exact number because each class is different. Self-nominations and teacher suggestions are accepted this year in the form of an information cover sheet, a two-page application and a teacher checklist. **Completed applications will be reviewed anonymously by a review committee not familiar with the students.** (The top page is taken off the application. Only a number is used for identification. **DO NOT WRITE YOUR NAME ON ALL PAGES.**) Participation is a privilege and an honor. If participants don't cooperate and show respect to each other and the instructors, we have the right to remove students from the program. If students end up in ISD or have other disciplinary issues, they may be removed from the program.

If you have questions, please contact me at the UK Extension Office at 270-665-9118. If I am not in, please leave a message. Or you may email me at pjerrell@uky.edu

Summary List of Student Responsibilities:

- 1) Ask a teacher to complete the attached Teacher Checklist according to the directions provided.
DO NOT WAIT TILL THE LAST DAY!
- 2) Complete the attached application thoughtfully and legibly and return to middle school office by August 18. A folder is located there for applications. All information will be picked up at noon on August 18..

Cc: Amber Parker

Selection Process

Selection committee will review the applications and select participants using confidential application forms (attached). Participants will be selected through responses to the application questionnaire. GPA will not be a consideration in the selection process; however, applicant must be in good standing in his/her classes in order to miss three full days of classes for the field trips.

Basic Selection Criteria for Leadership Ballard Class:

1. Students who show leadership or leadership potential
2. A “C” average or above unless special circumstances are involved. Mrs. Parker would have to approve.
3. Acceptable attendance record.
4. Students with acceptable behavior. (While we want to help students improve and move in a positive direction, we can’t have someone who disrupts with unacceptable behavior.)
5. Have the capacity to care about a service learning project.

Leadership characteristics that may be observed in class/clubs (this list is from the school criteria for GT Leadership and relates to the Teacher Checklist):

1. Gets others to work toward desirable or undesirable goals.
2. Is looked to by others when something must be decided.
3. Initiates activities that involve peers.
4. Figures out what is wrong with an activity and shows others how to make it better.
5. Transmits his/her enthusiasm for a task to others.
6. Judges abilities of others and finds a place for them.
7. May appear “bossy” at times.
8. Interacts easily with both children and adults.
9. Is sought out by other students for play/activities.
10. Displays a sense of justice and fair play.
11. Organizes ideas and people to reach a goal.
12. Displays self confidence.
13. Is often the captain of teams or leader in the classroom.
14. Displays charismatic qualities.
15. Communicates effectively to make things happen.
16. May be frustrated by lack of organization or progress toward goal.

Junior Leadership Ballard 2023-24 Teacher Checklist

It is the student's responsibility to ask a middle school teacher to complete this form!

Student Name: _____

Teachers, please complete, seal in envelope provided and return to Middle school office as soon as possible but no later than Friday, August 18. The information will remain confidential.

Basic Selection Criteria for Leadership Ballard Class

Please check those that apply:

- _____ Shows leadership or leadership potential
- _____ Acceptable behavior (While we want to help students improve and move in a positive direction, we can't have someone who constantly disrupts with totally unacceptable behavior or who refuses to respect authority.)
- _____ Has the capacity to care about a service learning project

Below are leadership characteristics that may be observed in class/clubs. This list came from an education source.

Please rate on a scale from 1 – 5, one being the lowest and five being the highest.

Gets others to work toward desirable or undesirable goals.	1	2	3	4	5
Is looked to by others when something must be decided.	1	2	3	4	5
Initiates activities that involve peers.	1	2	3	4	5
Figures out what is wrong with an activity and shows others how to make it better.	1	2	3	4	5
Transmits his/her enthusiasm for a task to others.	1	2	3	4	5
Judges abilities of others and finds a place for them.	1	2	3	4	5
May appear "bossy" at times.	1	2	3	4	5
Interacts easily with both children and adults.	1	2	3	4	5
Is sought out by other students for play/activities.	1	2	3	4	5
Displays a sense of justice and fair play.	1	2	3	4	5
Organizes ideas and people to reach a goal.	1	2	3	4	5
Displays self confidence.	1	2	3	4	5
Is often the captain of teams or leader in the classroom.	1	2	3	4	5
Displays charismatic qualities.	1	2	3	4	5
Communicates effectively to make things happen.	1	2	3	4	5
May be frustrated by lack of organization or progress toward goal.	1	2	3	4	5

Please add any comments of which you feel the selection committee needs to be aware.

JUNIOR LEADERSHIP BALLARD 2023-24
APPLICATION COVER SHEET

Please return to Ballard County Middle School by Friday, August 18, 2023

Personal information (please print neatly):

Name: _____
 First Middle Last

Name preference: (nickname) _____

Complete Mailing Address: _____

Email Address: _____

Home Phone Number: _____ Grade: _____

Parent (s) mobile Phone Number(s): _____

Date of Birth: _____
 Month Day year

Father's Name: _____

Mother's Name: _____

Other Guardian: _____

Emergency Contact: _____
 Name Phone Number

(Other emergency information will be required from those selected.)

IMPORTANT, please read directions carefully:

If selected, will you make a commitment to attend each one of the program sessions?

If yes, please initial: _____

Signature of student applicant: _____

Signature of parent or guardian: _____

Polo Shirt size for student: _____

(youth med; youth large; adult small; adult medium; adult large; adult x-large; adult xx-large)

Teacher checklist was given to: _____ on September _____

To be obtained by school staff: GPA : _____ Attendance Record: _____

JUNIOR LEADERSHIP BALLARD 2023-24 APPLICATION FORM

Name: _____ *Grade:* _____

Please complete the following questions by printing neatly. Please use the space provided. Do not change the form or format.

1. Using a few phrases or adjectives, describe yourself.

2. As a middle schooler, what is one concern you have about your school, community or county? What could be done to help with your concern?

3. What leadership and service learning (service in the community) experience do you have? This can be in school, church, youth organizations, sports or as an individual. Briefly, explain what is involved and what you learned from the experience (s).

4. Who, to this point, has been the most influential person in your life? Why?

5. Why do you think you should be selected? (3-5 sentences)

6. Please list up to three organizations, clubs, teams or groups that you have been involved with thus far. Comment briefly, on why your participation was important to you.

Most Important:

Second Most Important:

Third Most Important:

***Once complete, turn in to the BCMS Office.
This is your responsibility. Thank you for your application.***