



# Assisteen and Parent: GENERAL INFORMATION

## Assisteen® Auxiliary of the Assistance League of Tustin

### TUSTIN ASSISTEEN ORGANIZATION INFORMATION

- Supports the mission of Assistance League®: **Caring and Commitment in Action**
- Assisteens serve the community through various philanthropic programs giving them opportunities to develop leadership skills and a heart for service.
- The group is led by an elected Assisteen Governing Body & **supported by an Adult Advisory Body AND parents.**
- Activities consist of Thrift Shop Staffing, Philanthropic and Community Events, Meetings and Social Events.
- The Assisteen year runs from June 1st to May 31st.
- Assisteens are required to complete a minimum number of Thrift Shop, Philanthropy and Total Hours.
- Assisteens are responsible for monitoring their own hours and making sure they complete their hours.

### THE THRIFT SHOP: The Main Source of Assistance League of Tustin Philanthropy Funding

Assisteens work to help earn the funds for all Assistance League of Tustin philanthropy projects. Working in the thrift shop, located at our site in old town Tustin, gives teens retail experience and work with many of the people we serve.

### PHILANTHROPIC "BUDDY" PROGRAMS"

- **Soccer Buddies Program:** Partner with Tustin AYSO and their VIP program to serve as buddies for special needs children in the fall and Spring soccer seasons.
- **Soccer Buddies Picnic:** Plan a special picnic and award ceremony at the end of the soccer season for all participants in the program and their parents.
- **Aqua Achievers:** Partner with Blue Buoy swim school to teach disabled children to swim strokes. Blue Buoy provides the facility and instructors ; the Assisteens serve as buddies in the water and provide snacks including a year-end family BBQ.
- **Hillview Special Day Classes:** Make holiday decorations and decorate the classrooms of special needs students at Hillview High School.
- **Blind Children's Learning Center:** Create play dates, provide babysitting services, support their 5K and provide other events as needed at the center which caters to blind and sight impaired children in the Tustin area.
- **The Groves Senior Living:** Meet and socialize with residents, at events including bingo and pet day.
- **Laurel House:** Meet and socialize with teenage residents of Laurel House temporary living.
- **Teen Social:** Meet and socialize with Special Needs teens in a casual setting.

### COMMUNITY AWARENESS

Assisteens participate in many activities hosted by Tustin Area Community Groups.

- **Tustin Area Women's Club:** Annual Fashion Show supporting community philanthropies.
- **Tustin Tiller Days:** Parade
- **The Tustin Area Council For The Fine Arts (TACFA):** Tustin Art Walk, Broadway in the Park
- **The Tustin Public Schools Foundation:** Dinosaur Dash
- **Tustin Community Foundation**

### PHILANTHROPIC "HEARTS OF HOPE" PROGRAMS

- **Operation School Bell:** Help elementary age children select school uniforms.
- **Operation School Bell - Pencil Box Stuffing:** Stuff pencil boxes with school supplies for OSB.
- **Operation School Bell II - School Supplies Prep:** Prepare new school supplies for middle and high school age students.
- **Orange County Rescue Mission (OCRM) Parties:** Plan and work at 4-6 holiday parties per year for the children of families currently living at the mission.
- **Orange County Rescue Mission (OCRM) Stories At The Mission:** Read with children of families currently living at the mission.
- **Swim Safety:** Partner with Blue Buoy swim school to teach OCRM Children swim safety.
- **Food Drives:** Plan and work several food drives per year at local grocery stores for the Orange County Rescue Mission and Food Pantries which serve Tustin residents.
- **Mary's Shelter:** Wrap hundreds of holiday gifts for pregnant teens & teens with babies.
- **THINK Together:** Work as Study Buddies with needy TUSD students, repair donated books in the Book Doctor program and collect books to be handed out through the THINK Together program.
- **Ripple Kids:** Help run philanthropic events located in Tustin
- **Operation Warm Wishes:** Volunteer for local homeless activities.

### SOCIAL EVENTS

Social events help Assisteens who come from many different schools get to know each other better.

- **Holiday party** in lieu of the December meeting
- **Installation Dinner** in May for the upcoming year's Assisteen Governing Body
- **The Rose Medallion Ball** honors Assisteen seniors and thanks all Assisteens for their service



## PARENT / GUARDIAN EXPECTATIONS & RESPONSIBILITIES

- Understand that Assisteens is a commitment for both Assisteens and parent
- Work with Assisteens to monitor hours obligation: check monthly on ChapterWeb
- Read emails that are sent out.
- Work all Thrift Shop shifts with Assisteens - your teen's sign up may be deleted without enough Parent coverage.
- Attend yearly MANDATORY Parent Information Meeting
- Chaperone 1 Philanthropic Event: We are required to have a 10:1 ration of adults to children
- Set-up and chaperone 1 Dinner Meeting
- Help your Assisteens with any assigned committee or other Assisteens responsibilities.
- Serve on one Rose Medallion Committee (11<sup>th</sup> -12<sup>th</sup> grade parents)



## ASSISTEEN EXPECTATIONS & RESPONSIBILITIES

### MINIMUM HOURS OBLIGATION:

- Completing their MINIMUM HOURS Obligation by May 31st
- 8th Grade 15 Hours TOTAL (includes 5 Philanthropy and 6.5 Thrift Shop)
- 9th - 12th Grade 32 Hours TOTAL (includes 10 Philanthropy & 9.75 Thrift Shop)

### PHILANTHROPY PARTICIPATION: Support and participate in the philanthropic activities of Assistance League Tustin

- **Penalty Hours will be assigned for: NO Shows, Late Cancels, And Leaving Mid-Shift**

### THRIFT SHOP PARTICIPATION: STAFF The Thrift Shop on Saturdays (minimum # shifts are determined by grade.)

- The Thrift Shop can only OPEN with a MINIMUM of 3 parents and 3 Assisteens - Assisteens without Parents will be deleted until the 3 Parent minimum is reached.
- *Without enough parents, the Thrift Shop will CLOSE and no hours will be awarded*
- **Penalty Shifts will be assigned for: NO Shows, Late Cancels, And Leaving Mid-Shift**

### MEETING PARTICIPATION: Attend regular meetings: (Currently: 8/9th Grade 5:30-6:30 --- 10-12th Grade 6:45-8:00)

### COMMUNICATION: Read Email Correspondence - ALL Communication in Assisteens is done via E-Mail

### GENERAL RESPONSIBILITIES

- SIGNING IN at all events: no signature = no credit
- Monitoring their hours regularly on ChapterWeb and contacting the appropriate Assisteens Chair for incorrect hours
- Behaving appropriately with all adults and other Assisteens members - No Cell phone Use at Assisteens Events

**ASSISTEENS YEARLY DUES AND FEES:** 8th/9th/10th Grade: \$90 11th/12th Grade: \$300

### **EVERY ASSISTEEN MEMBER ANNUAL DUES & FEES - \$90**

Membership Dues: \$30 + Social/Hospitality Fee: \$30 + Installation Dinner Fee: \$30 = **\$90 for EVERY Assisteens**

### **11 & 12th Graders Only: ROSE MEDALLION FEES - \$210**

One (1) Assisteens Rose Medallion Ticket.....\$110

+ One (1) Adult Rose Medallion Ticket .....\$100

Parents with 2 Assisteens in 11th or 12th Grade:  
1 additional \$110 RM Ticket is Required

## **MEMBERSHIP DEADLINE FOR 2016-2017: MAY 31, 2016 (POSTMARKED)**

**8TH Grade will be accepting 50 NEW Members**

(8th Grade Applications received AFTER 50 will be added to the 9th Grade Wait List for 2017-2018)

**9TH Grade will be accepting NEW Members**

**10th Grade is currently closed but taking names for the 11th Grade Waitlist for 2017-2018**

**Membership Paperwork will be available on our website ALTUSTIN.ORG on April 15, 2016**