



2019 Gene A. Burd Institute on Los Angeles Media & Politics

University of California, Los Angeles

August 6-9, 2019

ORIENTATION PACKET

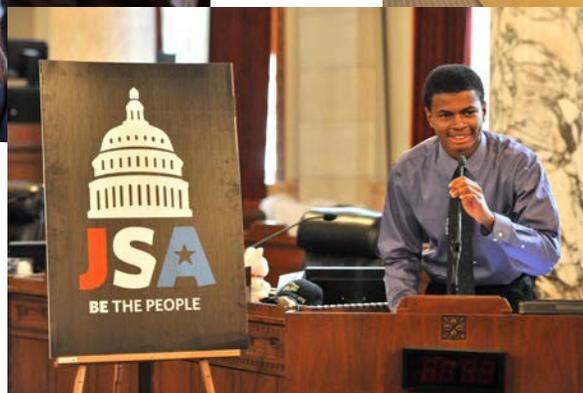


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**The Gene A. Burd Institute on
Los Angeles Media and Politics University of California, Los Angeles
August 7-9th, 2019**

Congratulations on your acceptance to the Gene A. Burd Institute on Los Angeles Media and Politics. This packet contains important information on when to arrive, what to expect and how to prepare for the program. Please read it carefully and call/email us if you have any questions. We look forward to your participation in this unique educational experience.

PLEASE RETURN THE ENCLOSED REGISTRATION FORM AND YOUR TUITION PAYMENT NO LATER THAN July 20th. Your tuition payment will guarantee your place in the Institute. If you will not be attending, please notify us as soon as possible so that we may offer your space to another interested student.

PROGRAM OVERVIEW

Local government decision makers have the greatest impact on our everyday lives. The Institute is an exciting behind-the-scenes exploration of power and politics in Los Angeles. The program begins Tuesday, August 6th, at the University of California, Los Angeles, with an orientation on the issues and personal ties that dominate local politics, and the interactive media project that each student will participate in. The program will conclude on Friday afternoon, August 9th (specifics below).

From Tuesday through Friday of the Institute week, you will have a unique opportunity to meet and question the powerful leaders from politics, government, and the media who make things happen in Los Angeles. These sessions will be held in government buildings of the Los Angeles Civic Center, where we will travel by chartered bus daily.

Topics of discussion and debate vary during each session, depending upon current events and questions challenging Los Angeles. Issues we anticipate examining this year include:

- *Traditional Media in Los Angeles*
- *Immigration*
- "Fake" News
- *Economic development in Los Angeles*
- *Social Media*

Each evening students participate in interactive workshops and small group discussions that help illustrate the role of the media in politics and how politics use the media. These sessions help draw educational lessons from the day's events and prepare students for the next day's speakers. You will also probe the opinions of your peers in lively discussions and debates on current issues in the news.

AGENDA OVERVIEW

Tuesday, August 6th, 2019	Registration/Orientation/Workshops at UCLA Speakers Program/
Wednesday, August 7th, 2019	Debates/Workshops at the Los Angeles Times
Thursday, August 8th, 2019	Speakers Program/Debates/Workshops in the Los Angeles City Hall
Friday, August 9th, 2019	Culminating Activities/Completion Ceremony on campus

TUITION, SCHOLARSHIPS & FUNDRAISING

To confirm your enrollment in the Gene A. Burd Institute on Los Angeles Media and Politics please submit the \$595 tuition payment by July 20th, 2019.

Payment can be made one of three ways:

- 1) **Pay online** - Log into student's MyJSA account at jsa.org/myjsa, select Institute Application, then Pay Invoice
- 2) **Pay by check or money order – Mail to: The Junior State of America Foundation, 70 Washington St., Suite 320, Oakland, CA 94607**
- 3) **Pay by phone** - Call (800) 334-5353 to make a credit card payment

Institute tuition covers housing in a student residence hall at The University of California, Los Angeles, breakfast and dinner on campus, transportation to and from campus to our speaker sites, and all academic activities and materials. However, you will need to bring enough money to buy three lunches. There are many inexpensive restaurants close to the locations of our speaker sites.

Fundraising

Some students, through their own fundraising efforts, are able to secure some or all of the funds to attend the program from sources within their community. For more information on how to raise money in your community, please read the **Fundraising Manual**, which can be found at jsa.org/summer/fundraising. Contributors can send donations to the Foundation office in Burlingame, CA with an accompanying letter or memo naming the student who solicited their donation. Checks should be made payable to The Junior State of America Foundation.

ARRIVAL & REGISTRATION

Registration Date & Time: Tuesday, August 6th, from 11:00 a.m. - 1:00 p.m. Please note that students will be responsible for their own lunch, and our first group meal will be dinner on Tuesday, August 6th.

Optional Campus Tour: Tuesday, August 6th, 11:00 a.m.-12:00 p.m. Sign-up form will be sent out 2 weeks prior to arrival date via email.

Registration Location: De Neve Plaza at the University of California, Los Angeles (UCLA):

401 Charles E Young Dr. W, Los Angeles, CA 90095

Drop Off: You may drop off students in the loading zone in front of De Neve Plaza, or there is a parking structure adjacent to the dorms at De Neve Plaza for an additional parking fee.

Opening Session: We will meet at 1:15 p.m. at the Registration Desk to walk to Opening Session together.

Students are responsible for arranging their transportation to UCLA. Students traveling by adult-driven car (or by shuttle from the airport) should arrive at UCLA Tuesday, August 6th between 11:00 a.m. and 1:00 p.m. **Students may not drive a car to the Institute or have a car at the Institute - NO EXCEPTIONS!**

FINAL PROJECT PRESENTATION, COMPLETION CEREMONY & DEPARTURE

Final project presentations and the Institute Completion Ceremony will take place at 1:00 p.m. in Sunset Village's Covel Commons in the "Study Lounge" (see map at theback), followed by the group walking back to De Neve Plaza together.

The Institute will conclude on **Friday, August 9th, at 3:00 p.m.**

Students traveling by plane should not make reservations to depart before 5:00 p.m. Students being picked up at the University should be picked up no later than 3:00 p.m.

Students leaving campus at the conclusion of the program with someone other than their parents or guardian must provide written permission from their parents to do so. This permission must be received prior to the program.

HOUSING

Institute students will be housed two or three to a room at UCLA. Male and female students will be housed on separate floors. The Institute staff is housed on each floor and all are responsible for the supervision of the students.

Roommate selection is done in advance and cannot be changed. If you would like to share a room with someone you already know, both students must return the enclosed Roommate Request Form to the Junior State of America Foundation Office by **July 20th, 2019.**

Students will be responsible for leaving their room in the same condition in which they found it and will be charged for any damages that occur. The cost to replace a lost room key or security access card is \$75.00. If you lose your key during the week, you will be asked to pay the \$75 before you leave. ***Make sure to bring a key chain or neck lanyard so you will not lose your key or access card.***

PACKING LIST

- **Bedding:** Students are provided with a pillow, linens for their bed and towels, but no blanket.
- **Money:** All Meals are provided except lunch on Tuesday, Wednesday, and Thursday. Students will be supervised as they may choose their lunch options at local food courts.
- **Dress Clothes:** The dress code for daytime sessions on Tuesday, Wednesday, and Thursday is business attire, however, arrival day, departure day and the evening sessions are casual. When meeting public officials, you should dress as if you were going to a job interview or church or temple event. **Jeans, shorts, T-shirts, spaghetti straps and tank tops, and tennis shoes, and flip-flops are not appropriate attire for meeting with our speakers.**
- **Casual Clothes:** Remember to pack comfortable shoes as we will be doing a good deal of walking. Also, be sure to bring comfortable informal clothing to wear on campus at UCLA in the evenings. There will be some time for informal recreation during the week.

Suggested Items to bring:

- Blanket
- Lunch money for Wednesday, Thursday, and Friday
- Toiletries and Towels (including soap and shampoo)

- 3 days of business attire for daytime activities on Wednesday, Thursday and Friday
- 5 days of casual attire (all evenings are casual)
- Comfortable dress shoes
- Casual shoes

Students should not bring valuable items to the Institute. While the dormitory is staffed 24 hours a day, we will be off campus during the day. Neither The University of California, Los Angeles, nor The Junior State of America Foundation can assume responsibility for your personal belongings.

INSTITUTE RULES AND REGULATIONS

1. Students must reside in Institute housing during the week. Under no circumstances can they commute to the program.
2. Students must attend all Institute functions unless excused by a staff member.
3. Students are not permitted to leave campus without permission. They may not leave with a relative (other than their parents) or any other adult unless specific written permission is received from their parents in advance.
4. Students may not drive a car during the week or ride in a car unless it is driven by a staff member.
5. Students are to be in their own room and quiet at 11:00 p.m. each night.
6. No use of illegal drugs, alcohol, or cigarette smoking will be permitted.
7. Housing is segregated by sex and students may not be on the floor of the opposite sex.
8. Harassment, sexual or otherwise, of any other student, or staff person, will not be permitted.
9. Other common-sense rules may be announced by the Institute Director, as the need arises.

Violation of these rules can result in students being sent home without refund and other appropriate action.

VISITORS

Because the Institute is a short, intensive week of politics and government, no visitors are allowed during the week. The only exception is that parents may visit. Parental visits, if necessary, should be limited to a few minutes in the evening and should not conflict with any scheduled event.

ADDITIONAL REQUIRED MATERIALS - DUE BY July 20th, 2019.

Please return all relevant forms at the back of this packet (Parent Permission, Tuition, Transportation and if applicable, Roommate Request forms) by July 5, 2019, using one of the following methods:

Upload to your [MyJSA \(jsa.org/myjsa\)](http://jsa.org/myjsa) Account in "5. Congratulations" tab of your application

WHAT TO DO IN ADVANCE

Institute students are encouraged to read the *Los Angeles Times* and/or your regional major daily news and watch the local news during the weeks prior to the Institute. Look for coverage of the issues previously mentioned, and keep in mind that the program will be shaped by the topics that interest you and your peers.

Additionally, please become familiar with the content, writing styles and coverage format of such blogs as:

<http://www.laobserved.com/>

<http://mayorsam.blogspot.com/>

<http://www.rtumble.com/>

*For a snapshot overview of how a single news story can be covered from different perspectives, please check out 'The Week'. This will be **very useful** for use in your media project: <http://www.theweek.com/>

SAMPLE DAY SCHEDULE

7:00-7:45 a.m.	Breakfast
8:00 a.m.	Depart for Downtown Los Angeles
9:00 am – 11:45 am	Engage with Elected Officials and Business Leaders
11:45 pm -1:15 p.m.	Lunch
1:30-4:00 p.m.	JSA-Style Student Debates and Thought Talks
4:00 p.m.	Depart for UCLA
5:00-7:00 p.m.	Dinner / Free Time
7:00-7:30 p.m.	Briefing / Debriefing Session
7:30-9:00 p.m.	Evening Media Workshop
9:00-9:45 p.m.	Free Time
10:00 p.m.	Nightly Meeting with Resident Advisor
11:00 p.m.	Curfew

EXPERIENCE THE JUNIOR STATE OF AMERICA THROUGH JSA-STYLE DEBATES

Throughout the Institute, you will participate in lively discussions and debates on current issues with your peers. These debates are an excellent introduction to the **Junior State of America**, the largest, student-run political education organization in the country! Founded 80 years ago by high school students, JSA today involves over 10,000 participants across the country.

We will have an affirmative speaker and a negative speaker for each debate resolution. Each resolution will also have three subsequent speakers in favor of each side (for a total of six subsequent speakers per debate). The affirmative speaker will speak first, followed by the negative speaker. Then each subsequent speaker will speak, alternating between pro and con (starting with pro). Lastly, the con speaker will give a closing statement, followed by a closing statement from the affirmative speaker. Participants will vote on the debate resolution at the end of the debate. An experienced JSA leader will act as the moderator for each debate, ensuring that each runs smoothly. Below are sample topics for our debates and thought-talk discussions.

SAMPLE DEBATE TOPICS:

- 1) RESOLVED, that all use of excessive force by police be independently investigated.
- 2) RESOLVED, that print media is obsolete.
- 3) RESOLVED, that charter schools offer better education than traditional public schools.
- 4) RESOLVED, that negative campaign ads hurt more than help the candidate running them.

SAMPLE THOUGHT TALK TOPICS:

Los Angeles Economic Development: Is the foundation of Los Angeles’ economic structure sustainable?

Water Rights: Should the state of California strictly ration local municipalities water usage to help mitigate current drought?

Past JSA Institute Speakers Include:

Los Angeles Mayor Eric Garcetti	LAUSD Board Member Monica Garcia	Police Chief Charlie Beck
LA Times Columnist Robin Abcarian	City Councilman Bernard Parks	County Sheriff Jim McDonnell



STUDENT INFORMATION FORM

Indicate the Institute you are attending:

- LA Burd
 Womens
 NJ Institute

STUDENT INFORMATION

SUMMER INSTITUTE: _____

NAME: _____ HOME ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____ COUNTRY: _____

TELEPHONE NUMBER: _____ AGE: _____ BIRTH DATE: / / (MM/DD/YYYY)

HIGH SCHOOL: _____ HIGH SCHOOL GRADUATION YEAR: _____

SOCIAL SECURITY NUMBER (NECESSARY FOR ACCESS TO GOVERNMENT BUILDINGS): - - _____

CITY AND STATE (OR COUNTRY) OF BIRTH (NECESSARY FOR ACCESS TO GOVERNMENT BUILDINGS): _____

GENDER: _____ PREFER NOT TO ANSWER

The U.S. Department of Education requires that we collect and report race and ethnicity data on our students. The parent or legal guardian of the student is required to answer the following questions.

Is this student Latinx?* Yes No

*(A person of Cuban, Mexican, Puerto Rican, South or Central American, regardless of race)

What is the student's race? (may choose more than one)

- American Indian or Alaska Native (A person having origins in any of the original peoples of North and South America, including Central America, who maintain a tribal affiliation or community attachment)
- Asian (A person having origins in any of the peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam)
- Black or African American (A person having origins in any of the Black racial groups in Africa)
- Middle Eastern (A person having origins in the Middle East or North Africa)
- Native Hawaiian or Other Pacific Islander (A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands)
- White (A person having origins in any of the original peoples of Europe)

Does this student participate in the federal free/reduced lunch program at his/her school? Yes No

What is the student's parent's highest level of educational attainment?

- None or some high school Associate degree Unsure/decline to state
- High school diploma or GED Bachelor's degree
- Some college Advanced degree

STUDENT STATEMENT

I have read the JSA Summer Institute Orientation Packet and I agree to abide by all Summer Institute rules. I understand that in the event of a serious violation of the rules, my parents will be notified and I may be sent home at my own expense, with no refund or academic credit awarded.

DATE: _____ STUDENT SIGNATURE: _____

SUBMISSION INSTRUCTIONS

Complete and return all Enrollment Forms found at the back of this packet by **July 5, 2019**. Methods for submission:

Digitally	By Email
These forms are available digitally via student's MyJSA Account in "5. Congratulations" tab. You can upload the forms directly to your MyJSA account.	Scan and email to summer@jsa.org.



PARENT/GUARDIAN PERMISSION FORM

PARENT STATEMENT

STUDENT NAME: _____

PARENT/GUARDIAN NAME: _____

PARENT/GUARDIAN ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____ COUNTRY: _____

Indicate the Institute you are attending:
 LA Burd Womens NJ Institute

I have read the JSA Summer Institute Orientation Guide, and I agree to allow my child to attend the 2019 JSA Summer Institute, subject to all rules governing conduct both on and off campus.

- I understand that my son/daughter may be sent home during the session for any health reasons or serious conduct violations.
- I understand that if my child withdraws early from the program, or if he/she is sent home for health reasons or violations of the rules and regulations of the JSA Summer Institute, the university, or any public law, that no refund will be given and no academic credit will be received.
- This is to authorize JSA Staff to authorize medical personnel to provide necessary medical care to my child. I give permission for the JSA staff to dispense the limited over-the-counter medicines outlined in the medical form and understand my child will be responsible for taking their own prescription medications. I give permission for the nearest or most appropriate medical facility to provide routine health care for my child; to order x-rays, tests or treatment; and to release any records necessary for insurance purposes. In the event I cannot be reached during an emergency, I give permission for the physician selected by the JSA staff to secure and administer treatment, including surgery or hospitalization, for the student named above. I give permission for JSA to contact my child's medical provider for the purpose of confirming medical conditions/ treatments or obtaining additional information to provide appropriate care. The authorization shall be in effect while my child is a student of the JSA Summer Institute. I understand I am fully responsible for my child's medical costs.
- I understand and agree that additional costs to house, feed and transport my child home after the last day of their program are my financial responsibility. If my child is delayed for any reason on the last day of their program, I agree to pay \$50 per night past that date. Also, I understand this option is to be used only in emergencies and is not available as an optional extension.
- I understand and agree that photographs taken of my son/daughter while at JSA Summer Institute may be used by the Junior State of America Foundation for future promotional purposes.

DATE: _____ PARENT/GUARDIAN SIGNATURE: _____

SUBMISSION INSTRUCTIONS

Complete and return all Enrollment Forms found at the back of this packet by **July 5, 2019**. Methods for submission:

Digitally	By Email
These forms are available digitally via student's MyJSA Account in "5. Congratulations" tab. You can upload the forms directly to your MyJSA account.	Scan and email to summer@jsa.org.



TUITION PAYMENT FORM

Indicate the Institute you are attending:

- LA Burd
 Womens
 NJ Institute

STUDENT INFORMATION

STUDENT NAME: _____

HOME ADDRESS: _____

CITY: _____ STATE/COUNTRY: _____ ZIP: _____

PAYMENT INFORMATION

- Tuition payment has already been made in full.
 Enclosed is \$595, my full tuition payment.
 Other amount \$_____ (payment plan option only).

We are paying by:

- Check (made payable to the Junior State of America Foundation)
 Credit card

- Visa
 MasterCard
 American Express
 Discover

CARD NUMBER: _____ EXP. DATE: _____ CID #: _____

CARD HOLDER'S NAME: _____ BILLING ZIP CODE: _____

CARD HOLDER'S SIGNATURE: _____ AMOUNT TO CHARGE: \$ _____

*Due to limited space in each institute, during the Late Application Period your seat is only guaranteed when tuition is paid in full.

Payments are due July 5, 2019.

SUBMISSION INSTRUCTIONS

Complete and return all Enrollment Forms found at the back of this packet by **July 5, 2019**. Methods for submission:

Digitally	By Email
These forms are available digitally via student's MyJSA Account in "5. Congratulations" tab. You can upload the forms directly to your MyJSA account.	Scan and email to summer@jsa.org.



MEDICAL INFORMATION FORM, PART 1

STUDENT INFORMATION

NAME: _____

Indicate the Institute you are attending:

LA Burd Womens NJ Institute

HOME ADDRESS: _____

CITY: _____

STATE: _____

ZIP CODE: _____

COUNTRY: _____

GUARDIAN 1	GUARDIAN 2
NAME:	NAME:
DAYTIME PHONE:	DAYTIME PHONE:
EVENING PHONE:	EVENING PHONE:
CELL PHONE:	CELL PHONE:
EMAIL:	EMAIL:

FIRST EMERGENCY CONTACT (OTHER THAN GUARDIAN)	SECOND EMERGENCY CONTACT (OTHER THAN GUARDIAN)
NAME:	NAME:
RELATIONSHIP TO STUDENT:	RELATIONSHIP TO STUDENT:
DAYTIME PHONE:	DAYTIME PHONE:
EVENING PHONE:	EVENING PHONE:
CELL PHONE:	CELL PHONE:

MEDICAL INSURANCE

All students must bring a photocopy of their insurance and pharmacy cards (front and back) with them to campus.

MEDICAL INSURANCE PROVIDER: _____

POLICY/GROUP NO.: _____

ADDRESS OF INSURANCE COMPANY: _____

NAME OF POLICY HOLDER: _____

DATE OF BIRTH OF POLICY HOLDER: / /

(MM/DD/YYYY)

EMPLOYER OF POLICY HOLDER: _____

PRESCRIPTION CARD NO.: _____

MEDICATION

Please note that the JSA Staff will only administer Advil or Tylenol and no other medications. If your child is prone to stomach aches, colds, or coughing, it is your responsibility to pack whatever over-the-counter medications they might require. Also, the Junior JSA Foundation staff will not be responsible for administering necessary prescription medications to your child.

My child does **not** take regular prescription medication at this time.

My child **does** take regular prescription medication at this time.

MEDICATION NAME: _____

MEDICATION NAME: _____

MEDICATION NAME: _____

SUBMISSION INSTRUCTIONS

Complete and return all Enrollment Forms found at the back of this packet by **July 5, 2019**. Methods for submission:

Digitally	By Email
These forms are available digitally via student's MyJSA Account in "5. Congratulations" tab. You can upload the forms directly to your MyJSA account.	Scan and email to summer@jsa.org .



MEDICAL INFORMATION FORM, PART 2

ALLERGIES

Do not give my child the following medications under any circumstances:

Indicate the Institute you are attending:

LA Burd Womens NJ Institute

My child is allergic to the following medications, food, insect bites, etc.:

Does your child carry an EpiPen for allergies?

Yes No

MEDICAL HISTORY

My child has the following health problems/special needs of which you should be aware:

Does your child have a history of operation or serious illness?

Is your child under the care of a psychologist, psychiatrist, or counselor? If so, please provide relevant details. Include additional documents if necessary.

Is there anything else that we should know about your child's physical or mental state?

I signify this medical information is true to the best of my knowledge.

DATE:

PARENT/GUARDIAN SIGNATURE:

SUBMISSION INSTRUCTIONS

Complete and return all Enrollment Forms found at the back of this packet by **July 5, 2019**. Methods for submission:

Digitally	By Email
These forms are available digitally via student's MyJSA Account in "5. Congratulations" tab. You can upload the forms directly to your MyJSA account.	Scan and email to summer@jsa.org.



SUMMER TRANSPORTATION FORM

Indicate the Institute you are attending:

LA Burd Womens NJ Institute

Very important: All students are required to fill out this questionnaire regardless of how you are arriving on campus. Please include a copy of your airline itinerary when you return this form (if applicable). This form is due July 5, 2019 and can also be completed on the student's MyJSA account. **Students are responsible for transportation to/from the University on both the first and last day of program**

STUDENT NAME: _____ CAMPUS: _____

STUDENT CELL PHONE NUMBER (ON DAY OF TRAVEL): _____

PARENT CELL PHONE NUMBER (ON DAY OF TRAVEL): _____

I will be arriving by: Adult-Driven Automobile Plane Bus Train
 I will be departing by: Adult-Driven Automobile Plane Bus Train

TRAVEL ITINERARY

Arrival Information (not required if "Adult-Driven Automobile" was selected)	Departure Information (not required if "Adult-Driven Automobile" was selected)
Originating Airport	Originating Airport
Flight/Train/Bus Number	Flight/Train/Bus Number
Airline	Airline
Arrival Time (PST for Stanford, EST for Princeton/Georgetown) _____ <input type="checkbox"/> AM <input type="checkbox"/> PM Date: _____	Depart. Time (PST for Stanford, EST for Princeton/Georgetown) _____ <input type="checkbox"/> AM <input type="checkbox"/> PM Date: _____
Connecting Flight (if applicable) <input type="checkbox"/> Yes <input type="checkbox"/> No	Connecting Flight (if applicable) <input type="checkbox"/> Yes <input type="checkbox"/> No
Connecting City	Connecting City
Flight/Train/Bus Number	Flight/Train/Bus Number
Airline	Airline
Destination Airport (i.e. Dulles, LAX, SFO, Newark)	Destintation Airport

SUBMISSION INSTRUCTIONS

Complete and return all Enrollment Forms found at the back of this packet by **July 5, 2019**. Methods for submission:

Digitally	By Email
These forms are available digitally via student's MyJSA Account in "5. Congratulations" tab. You can upload the forms directly to your MyJSA account.	Scan and email to summer@jsa.org .



ROOMMATE REQUEST FORM (OPTIONAL)

Indicate the Institute you are attending:

LA Burd

Womens

NJ Institute

The housing lists for JSA Summer Institutes will be submitted to the university by early June. If you have a preference for your roommate, please complete this form and return it to us by July 5, 2019. The tuition of both students must be fully paid by the deadline if the roommate request is to be honored. Also, both students must submit a request form asking to be roomed with each other. All requests must be in writing.

NAME: _____

YOUR ADDRESS: _____

STATE: _____

COUNTRY: _____

ZIP: _____

YOUR PHONE: _____

YOUR HIGH SCHOOL: _____

HIGH SCHOOL GRADUATION YEAR: _____

NAME OF THE PERSON WITH WHOM YOU WISH TO ROOM: _____

REQUESTED ROOMMATE'S PHONE NUMBER: _____

SUBMISSION INSTRUCTIONS

Complete and return this optional form by **June 5, 2019**. Methods for submission:

Digitally	By Email
These forms are available digitally via student's MyJSA Account in "5. Congratulations" tab. You can upload the forms directly to your MyJSA account.	Scan and email to summer@jsa.org .