

# Mill Creek Youth Advisory Board By-Laws

The Mill Creek Youth Advisory Board is a group of high school students (9<sup>th</sup> – 12<sup>th</sup> grade) from various backgrounds living in the Mill Creek who are committed to making a difference in their community. The board meets twice a month and is overseen by a member of the City of Mill Creek Parks and Recreation department. During meetings, members are expected to participate in discussions and share ideas.

## YAB Expectations:

Attend two one-hour Youth Board meetings per month and one additional project (2 to 5 hours), on average, bi-monthly. Fundraisers, social events or volunteer projects will occur monthly.

**Meetings:** The YAB holds meetings on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of every month, at 4:00PM (subject to change).

### **Members are expected to attend at least 80% of meetings and monthly projects.**

Each member will be allowed to miss three absences per semester, excused and unexcused (with exception of sports, SAT, class, etc).

Upon missing more than 3 meetings/projects per semester a letter of references for college applications and scholarships will not be permitted

Serve as the voice for Mill Creek teens to the City departments.

Represent the interests of my school, my community, and myself.

Actively participate in meetings and projects (everyone's ideas are important!).

**Attendance/Tardiness:** Mill Creek Youth Board members are expected to attend all meetings and YAB Events. In the event that a member knows they will miss a meeting, they must notify the YAB Advisor 3 days beforehand. Each member will be allowed to miss no more than three excused and unexcused absences per semester, for a total of six absences, (with expectation of sports, SAT class, etc). **Here are the steps for unexcused absences:**

First Un-Excused Absence	No Action Taken
Second Un-Excused Absence	Written Warning from Advisor
Third Un-Excused Absence	Probation – a meeting will be scheduled with Advisor (Kristen)
YAB	