

# POLICIES OF HEARTLAND YOUNG RELIGIOUS UNITARIAN UNIVERSALISTS

Drafted July 17, 2003. Updated December 6, 2008.

## Section 1: Modification of Official DYSC Policy

- A) These policies are the compiled record of all official DYSC decisions. As such, anything contained in this document carries the full force and authority of an official DYSC pronouncement. The decisions enumerated in this policy document may be added to, subtracted from, or modified in any way the DYSC sees fit, by any official decision by the DYSC, at a DYSC meeting. This decision will follow any and all standard decision making procedures specified by current DYSC guidelines as well as the Chair and Chair elect of the DYSC. Beyond these standard procedures which the DYSC follows for all of its decision making, no special procedures, no super majorities or advance distributions of changes or any other stipulations are required for modifying this document.

## Section 2: Conference Sanctioning Procedures

- A) According to the DYSC Guidelines, the Communications Officer will serve as the chief DYSC contact for sanctioning, charged with officiating and facilitating the sanctioning process.
- B) Sanctioning shall be confirmed by a DYSC adult, upon recommendation from the Communications Officer.
- C) Requirements for sanctioning:
  - i) All sanctioning requirements must be met and certified by the Communications Officer no later than eight (8) weeks before the date the conference begins on
  - ii) The Communications Officer must receive a copy of the official letter to the President of the Board of Directors, the Minister or the administrative staff position in charge of such matters for the church or facility hosting your conference. This letter must be signed and otherwise fully filled out.
  - iii) The conference must use the standardized registration form provided by the DYSC. Any subtractions from or other modifications to this document will void its legitimacy for purposes of sanctioning. If additional information is to be provided about the event (additional site rules, items to bring, etc.) these should be listed on an additional page to accompany the registration
  - iv) Additionally, the standardized registration form must be filled out by the conference staff in its entirety, including all necessary schedule information and contact information for requisite staff positions. These required staff positions are:
    - a) One youth and one adult Co-Deans
    - b) One Registrar
    - c) One youth and one adult Chaplain
    - d) One person with current First Aid and CPR training
  - v) Conference workshops addressing topics such as sexuality must be clearly described on the registration form, including credentials for those persons leading the workshops
  - vi) If there is a limit on the number of conference attendees, this number must be included in the registration form. Additionally, the registration form must specify how the limit is intended to be enforced. These limits must adequately account for the space limitations of the facility housing the conference
  - vii) Have an adult supervised safe house or safe space away from the conference environment should the need to remove someone from the conference arise
  - viii) All other rules and policies described in the Official DYSC Policy document and attached appendices must be adhered to at the conference and by the conference staff

### Section 3: Conference Rules

- A) All rules apply equally to youth and adults.
- B) Illegal use of alcoholic beverages, illegal drugs or weapons is prohibited.
- C) Caffeine pills and other unnecessary drugs are not allowed.
- D) NO SEX!!!!!!!!!!!!!!
- E) Sexual behavior which detracts from the conference community will not be tolerated.
- F) Cars are off limits during the conference except when permission is granted by a co-dean for conference business.
- G) Smoking is not permitted during the conference for youth or adults.
- H) Attendees will remain on site at all times.
- I) Everyone must attend all mandatory planned activities.
- J) Single sex and co-ed sleeping areas will be available. (Only single sex sleeping areas at Jr. High events) At least one adult will be assigned to each sleeping area.
- K) Being outside designated areas after curfew is prohibited.
- L) Adhere to site rules.
- M) In the event of a rules infraction, the Conference Rules Committee will be convened to determine the consequences of the rule infraction.
- N) At least one adult per 10 youth from each church must be present (1-7 for Jr. High events)

### Section 4: Mandatory Conference Events

- A) Every conference must have an orientation session on Friday night to announce all rules for the conference. This orientation is also strongly recommended to include introductions of the conference staff members, familiarization with the facility hosting the conference, and all additional rules associated with the facility, overview of the conference, and any other information necessary or pertinent to ensuring well-informed and well served conference attendees
- B) Immediately following the Friday orientation for a conference, meetings must be provided for new conference attendees and conference attendees over 18 years of age. If a person falls under both of these categories, they will attend the meeting for people over 18 years of age.
- C) A second orientation session must be provided on Saturday morning if new people arrived after the first orientation was conducted.

### Section 5: Conference Sleeping Arrangements

- A) All rooms used for sleeping will be dimly lit and easily visible (i.e. no shut doors)
- B) No room not specifically designated for sleeping may be used for such purposes
- C) Single sex and co-ed sleeping areas will be provided at every conference with the exception of Jr. High events where only single sex sleeping will be available
- D) No more than one person per item of sleeping equipment (sleeping bag, blanket, etc.) will be allowed
- E) Adult sleeping areas will be clearly marked
- F) At least one youth and one adult (assigned by the conference staff) will monitor sleeping areas at all times
- G) At least one adult will sleep in each sleeping area. This has no relation to the monitoring adults. This adult, as will all adults, must have their sleeping space clearly marked
- H) An "all night" room may be provided by the conference staff. This room must be adequately lit to allow ease of monitoring
- I) A quiet room for drivers must be provided on Saturday night of the conference
- J) All conference attendees must remain within designated areas during sleeping hours

## Section 6: Conference rules committees

- A) A Conference Rules Committee (CRC) will be called when a rules infraction has occurred at a conference or other DYSC sanctioned event
- B) The purpose of the CRC will be to determine any actions to be taken in response to the above mentioned rules infraction
- C) The CRC will consist of:
  - i) One adult co-dean for the conference
  - ii) One youth and one adult chaplain
  - iii) One youth and one adult from the church or fellowship of the person who is accused of a rules violation
  - iv) One youth representative from the DYSC
- D) One of the chaplains will be chosen to exclusively serve the defendant, holding what they say in confidence and acting as their advocate in the CRC
- E) The other chaplain will focus on the emotional needs and conditions of the CRC as well as the ways in which the emotions of the conference community as a whole will be affected
- F) If there are multiple offenders, the CRC will meet with each offender individually, and then with all of the offenders
- G) The CRC will be decided upon at the beginning of the conference (except for the church representative) and announced during the orientation process. The role of the DYSC in rule enforcement will be clearly explained.
- H) If available, the RE Director or minister from the hosting facility may be asked to sit in on the CRC as an observer

## Section 7: Youth adult Ratios at Conferences

- A) There must be at least one adult for every ten youth at a high school conference
- B) There must be at least one adult for every seven youth at a junior high conference

## Section 8: Conference Finances

- A) Two dollar from the registration fee of every conference attendee will be sent to the Youth Office in Boston for use in supporting youth programming (i.e. Chrysalis Trainings, Anti-Rascism/Anti-Oppression work, etc.)
- B) The general registration fee for all youth trainings will be \$40. Scholarships will be available
- C) The registration fees for all other conferences may be determined by the staff running each particular conference
- D) Scholarships must be made available for every conference to meet financial need. The specifics of how these scholarships are awarded will be left to the discretion of the conference staff. A reasonable degree of advertisement regarding the availability of scholarships is expected. The conference staff must inform all those who are rejected for scholarships at least one week prior to the conference
- E) Neither DYSC nor conference staff will pay for registration for trainings or conferences, but neither will they be reimbursed for transportation. Conference staff includes: deans, chaplains, registrar, cook, and worship coordinator.
- F) At the first DYSC meeting after the annual DYSC election, the DYSC shall consider, and revise if necessary, any details in this section

## Section 9: Elections Conference

- A) The annual elections conference will be run by the DYSC
- B) Descriptions of positions up for election will be published beginning at the first conference of the year

## Section 10: HUUD Listserv

- A) According to the DYSC guidelines, the Communications Officer shall be the official moderator of the DYSC listserv. With this, the Communications Officer will be charged with keeping order on the list and maintaining a safe and affirming community. The Communications Officer will also be required to keep the listserv as up to date as possible. The Communications Officer will have all necessary authority and powers to effectively execute this
- B) No adult who has not attended a conference may be permitted to join the listserv. No youth who has not attended a conference will be allowed to join without the consent and favorable judgment of the Communications Officer, working in consultation with the DRE of the youth's church
- C) All aged out members of the YRUU community (19 years of age or older) must be immediately removed from the listserv at the time of their bridging.