

Diocesan Catholic Youth Conference Registration Booklet

DCYC

March 23-24, 2019

DoubleTree Hilton Wichita Airport

"What I am doing, you do not understand now, but you will understand later." John 13:7



Office of Faith Formation
CATHOLIC DIOCESE OF WICHITA

2019 REGISTRATION CONFERENCE BOOKLET

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DUE February 8

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All forms are available on our website:

catholicdioceseofwichita.org/faith-dcyc/dcyc

Many of them are available as fillable PDFs

DEADLINE DATES & HELPFUL TIPS — INSIDE BACK COVER

CONFERENCE REGISTRATION CHECK-LIST — BACK COVER

Dear Friends in Christ,

The Diocesan Catholic Youth Board (DCYB) and the adults who serve with them on the planning committee have been hard at work planning a wonderful conference. We invite you to join us March 23-24 for **DCYC 2019!**

Our theme is taken from John 13:7: *"What I am doing, you do not understand now, but you will understand later."*

There are a lot of great events planned for you at DCYC starting with Mass, the ultimate way to kick off our weekend together! We have an outstanding Keynote Speaker, Carrie Ann Ford, who will help us understand the plan God has for our lives. There will be time spent with Our Lord Jesus Christ in Adoration. On top of that we also have some great break-out sessions planned for you, some fun activities, WAM will be the house band once again, and there will be a dance on Saturday night! Just as we started the conference with Mass, we will also end it with Mass celebrated by Bishop Kemme. The DCYB would like to invite you to open yourself up and enjoy all that God has to offer you at the conference. Meet new people and have fun! Remember, the more you put into DCYC the more you will get out of it, so don't hold back!

*Sincerely in Christ,
The 2018-19 Diocesan Catholic Youth Board (DCYB)*

I would like to thank the DCYB and the adults who serve with them on the planning committee for all of their time, dedication, and hard work in planning for a great DCYC 2019. I would also like to extend a special thank you to all the youth ministry leaders who promote, organize, and chaperone this event for their youth group. I pray that this conference blesses you with the many graces of our Lord.

Thank you and God bless,



*David Walker - Office of Faith Formation
Catholic Diocese of Wichita*

PLEASE NOTE

Diocesan Policy:

Youth attendees age 18 or older MUST be VIRTUS certified to attend.

Hotel Agreement: (This is in addition to the registration page in this booklet.)

There is an agreement sheet that must be filled out and signed on both sides by each parish staying at the hotel.

Dietary restrictions:

We will attempt to accommodate gluten free requests, but cannot accommodate other dietary restrictions.

Keynote Presenter for DCYC 2019: **Carrie Ann Ford**



Carrie Ann Ford is a singer, songwriter, presenter and teacher, who has been sharing her message of God's unfailing love with audiences across the globe for nearly 20 years. Carrie spent seven years touring the United States, Europe and East Africa using drama and music to communicate the awesome, healing, saving power of God in her life.

Originally from the Buffalo, NY area, Carrie Ann returned home and began sharing her original music, along with personal testimony and stories in a fun, energetic and impacting way. She has been leading retreats, giving workshops, speaking at conferences and conventions and has been actively involved in Parish ministries. Carrie has presented at Kingdom Bound Darien Lake, Lights for the World, local World Youth Day events, Aglow International and Diocesan Youth Conventions. She can be found traveling across the United States these days sharing her music and stories with audiences of all ages.

In addition to her work as a national speaker and retreat facilitator, Carrie Ann teaches guitar and directs the teen music ministry in her parish. Carrie also provides music ministry in several other local parishes and is often accompanied by her two children. This wife and mother has a special place in her heart for the youth of our country. Her desire is to help them recognize their gifts, inspire them to use those gifts to bring light into darkness and to help them see God at work in their lives.

**You can find more information about Carrie Ann Ford at:
carriefordmusic.com**

DIOCESAN CATHOLIC YOUTH CONFERENCE

THIS IS A TENTATIVE SCHEDULE ONLY

Saturday

8:15 am Conference Registration Open
8:30 Music
9:00 Mass w/Good Shepherd Award
9:50 Opening Session
10:30 Keynote by Carrie Ann Ford
11:15 Adoration/Confession
12:30 pm Lunch
1:00 Regional Gatherings (see below)
2:00 Breakout session A
3:00 Breakout session B
4:00 Breakout session C
4:45 Open time

Saturday Evening

6:15 pm Dinner
7:30 Senior Session
8:00 Dance & Games
8:30 Adult Session with Carrie Ann Ford
10:30 Night Prayer
12:15 Lights out

Sunday

8:45 am Sunday Session
9:30 Keynote by Carrie Ann Ford
11:00 Closing Mass
12:30 Dismissal

Regional Gatherings at the Conference

Meet & Greet!

Meet in your designated room for Regional fun and activities.

Take time to hear from the parishes in your region and get new ideas!

Learn About What's Going on in Your Region!

Each regional board will have the opportunity to highlight items of interest for your region, recap the year and honor regional award winners.

Spend time with your Regional Representatives to the DCYB and discuss your region's particular needs with them!

Regional Coordinators:

Region I

Jennifer McKenna.....jam4region1@yahoo.com
Janet Holdenmrsjanetholden@gmail.com

Region II

Laura Klenda:lauraklenda@gmail.com

Region III

Gil Bergkamp.....gbergkamp@coleman.com

Region IV

Cathy Dennis.....cathy.dennis72@gmail.com
Victoria Schippers.....catholicgal3@gmail.com

Region V

Jamie & Donnie Stolz.....dandjstolz@gmail.com
Vonnie & Alan Oberley.....vanyaob@gmail.com



Slide Show Photo Submission Process

Each parish may submit up to ten (10) photos to be included in a diocesan slide show presented during the conference. All photos must be in **JPEG format — 1,200 pixels wide**. They may be scanned onto a disc and submitted to the Office of Faith Formation or emailed to walker@catholicdioceseofwichita.org. Regional Coordinators may submit up to ten (10) photos of regional functions.

We ask that each photo be submitted under one of the following Catholic Youth Ministry categories:

1. **Prayer** - *Celebrating the story of God through prayer and liturgical celebrations*
2. **Service** - *Doing the story of God through works of service, charity and justice*
3. **Community Life** - *Being the story of God through fun and fellowship*
4. **Faith Development** - *Telling the story of God through opportunities to learn more about the faith*

Or

5. **Theme** - *Depicting and/or putting the theme into action*

Text can be added to the photos you submit. This text would allow the parish or region groups to identify themselves and that particular activity.

Text is limited to name of parish, title and date of activity.

If you have questions about the slide show, please feel free to contact the Office of Faith Formation at (316) 269-3940.

Photos are to be submitted directly to the Office of Faith Formation or emailed to walker@catholicdioceseofwichita.org & must be received by **February 8, 2019**.

ALL PHOTOS MAY NOT BE USED

Diocesan Catholic Youth Conference



Help your region win the **Diocesan Regional Service Award** while helping the Lord's Diner help those in need.

We are collecting bags and boxes of dried pasta.



You can provide for all that we need here at our Table of Plenty!

The Lord's Diner exists to combat hunger in the community. The Diner's singular mission is to serve a nutritious meal with dignity and respect to anyone who is hungry.

The Lord's Diner serves an evening meal 365 days a year. A small paid staff, assisted by more than 6,000 volunteers representing many faiths and denominations prepare and serve a hot, nutritious meal in a spirit of compassion, respect and loving service. The Lord's Diner is currently serving an average of 2,500 meals nightly at two dining facilities (one in downtown Wichita, and one in south Wichita) and three food trucks (one in northwest Wichita, one in southeast Wichita, and one in northeast Wichita), and one location in Pittsburg, to any guest who needs a nutritious meal - 60 percent of which are families.

Each parish group is asked to bring pasta items to donate to The Lord's Diner.

****Monetary donations are also welcome.****

Checks should be made out to: **The Lord's Diner**

SCRAPBOOK CONTEST

- Scrapbooks will be judged at DCYC

SCRAPBOOK: Youth of the parish are invited to make a scrapbook reflecting the 2018-2019 theme through their Catholic Youth Ministry. The scrapbooks may contain photos, programs, illustrations or any other materials that show parish youth and their activities throughout the year.

The scrapbooks are to be assembled and completed by the high school-aged youth of the parish. First, second and third place ribbons will be awarded.

Scrapbooks will be judged on the following criteria:

- Implementation of theme, pictures
- Creativity and originality
- Neatness and attractiveness
- Amount of work, length, completeness

The 2018-2019 theme is:

“What I am doing, you do not understand now, but you will understand later.” John 13:7

BANNER CONTEST

- Banners will be judged at DCYC

BANNER CONTEST RULES:

- The banner should reflect the 2018-2019 Office of Faith Formation catholic youth ministry theme shown above
- The banner should be 6 feet high by 3 feet wide
- The theme and your parish name & city must be included somewhere on the banner
- The banners are to be assembled and completed by the high school-aged youth of the parish

The banners will be judged on the following criteria:

- Original depiction of the theme
- Creativity
- Overall craftsmanship

Parishes that have made a banner reflecting the 2018-2019 Catholic Youth Ministry theme are invited to bring the banner to be judged and displayed during DCYC.

- Each parish will be responsible for bringing their own banner stand.
- Banners may not be hung on the walls.

Catholic Youth Ministry Awards

The Office of Faith Formation and the DCYC planning committee encourages all parishes to nominate deserving youth and adult leaders for the awards presented at DCYC. The awards with a brief description are listed on the next page followed by the award nomination forms.

If you have questions or need advice on how to nominate deserving youth and adults in your youth ministry program please don't hesitate to contact David at the Office of Faith Formation. Below are some of the many reasons to give awards.

7 Reasons to Give out Youth Ministry Awards:

- Awards recognize people for the good work that they do
- Awards can help the parish pay attention to what is happening in youth ministry
- Awards are a tangible reminder of the commitment that an Individual has made to their faith community
- Awards help people to feel good about their abilities
- Awards help people to stay motivated
- Awards help people continue in their desire to excel
- Awards are one concrete, tangible way that you can reach out to youth and adults and encourage them in their growth and ministry.

We give out a limited number of diocesan and regional awards so you might want to consider giving parish awards to deserving youth and youth leaders to recognize them for their outstanding service.

REMINDER ABOUT OUR NEWEST AWARD:

Catholic Youth Ministry Group of the Year

We combined the Parish Recognition, JPPII, and the Bishop Mark K Carroll awards together and created the **Catholic Youth Ministry Group of the Year** award. This award is to recognize a parish youth group that embraces Catholic Youth Ministry as described in the US bishops' document "Renewing the Vision: A Framework for Catholic Youth Ministry" by incorporating the eight components of CYM in a way that is meaningful and relevant to the particular needs of their youth. Eligible parishes also must have accomplished a major service project for their community.

AWARDS

Light of Christ (page 9)

This award is to honor youth who spread the Light of Christ wherever they go and in whatever they do. To qualify a youth must be a senior who has been involved in youth ministry and spreading Christ's Light for all four years of high school.

Regional Outstanding Catholic Youth (page 11)

The purpose of this award is to honor youth that have exceeded expectations for spirituality and service in the past year. This award recognizes a youth's outstanding success, for the year, based upon the following criteria.

- Areas of service and/or involvement in youth ministry at the parish, regional and/or diocesan level
- Service in high school and community
- Spiritual activities for growth in discipleship
- Recognitions and achievements

Outstanding Catholic Youth Ministry Leader (page 13)

This award recognizes adult youth ministry leaders who give of themselves and their time in service for the youth of our diocese. They are strong advocates for youth; excellent role models; appropriate mentors and guides; dedicated to the Catholic faith; and tireless workers in the field of youth ministry.

Nominees must have been a leader in youth ministry for at least two years to be eligible for this award. Continued faithfulness and dedication to youth over a number of years is especially significant.

Catholic Youth Ministry Group of the Year (page 15)

This award is to recognize a parish youth group that embraces Catholic Youth Ministry as described in the US bishops' document "Renewing the Vision: A Framework for Catholic Youth Ministry" by incorporating the eight components of CYM in a way that is meaningful and relevant to the particular needs of their youth. Eligible parishes also must have accomplished a major service project for their community. The eight components of CYM may be found on the back of the award form.

Good Shepherd (page 17)

This award is presented to a priest in recognition of his outstanding contributions in the field of Catholic Youth Ministry in the Catholic Diocese of Wichita. We are blessed with many priests who show continued dedication and faithfulness to our youth and any priest from the Diocese of Wichita may be nominated for this award.

Banner (page 6)

The banners will be judged on original depiction of the theme, creativity and overall craftsmanship

Scrapbook (page 6)

Scrapbooks are judged upon implementation of the theme and creativity in designing.

THE LIGHT OF CHRIST AWARD

This award is to recognize a youth's four-year involvement in youth ministry at the parish, regional, or diocesan level. It will be presented to one male and one female senior from each region. Involvement in school or other activities will not be considered in selecting the recipient.

Each parish may nominate two seniors, one male and one female. Nominations must have the written endorsement of the parish Adult Youth Ministry Leader or Spiritual Advisor. Nominations may be submitted by pastors, parish and/or diocesan leaders.

After completing this form, send it, along with a photo of the nominee, to the Office of Faith Formation by **February 8, 2019.**

Name _____ Phone _____

Address _____ City _____ Zip _____

Parish/City _____

Please describe this nominee's service in youth ministry at the parish, regional and/or diocesan level over the past 4 years. **Please limit your responses to the space provided.**

Freshman Year: _____

Sophomore Year: _____

Junior Year: _____

Senior Year: _____

RECOMMENDATION BY PARISH YOUTH MINISTRY LEADER OR SPIRITUAL ADVISOR

Please write a concise appraisal concerning why this candidate should be considered for the Light of Christ Award. **Entries will not be considered without this recommendation.**

Adult Youth Ministry Leader or Spiritual Advisor

_____ (Print)

_____ (Signature)

Send this form, along with a photo, to the Office of Faith Formation by February 8, 2019.

REGIONAL OUTSTANDING CATHOLIC YOUTH AWARD

This award is for youth that have exceeded expectations for spirituality and service in the past year.

1. Each parish may nominate two people, one male and one female, as the parish outstanding youth for the 2018-2019 year. Nominees may be freshmen, sophomores, juniors or seniors. The region reviews the entries and selects one male and one female as recipients of this award.
2. The nominee must have the written endorsement of the parish Adult Youth Ministry Leader or Spiritual Advisor.
3. After completing this form, send it, along with a photo of the nominee, to the Office of Faith Formation by **February 8, 2019.**

Please limit your responses to the space provided on this form.

Name (please print) _____ Phone _____

Address _____ City _____ Zip _____

Parish/City _____

Current year in school ___ FR ___ SO ___ JR ___ SR

Describe areas of service and/or involvement in youth ministry at the parish, regional and/or diocesan level:

Describe service in high school and community:

Circle spiritual activities involved in: **TEC** **CLAY** **LEAD** **Totus Tuus** **Prayer & Action**

Describe other spiritual activities:

Recognitions and achievements:

RECOMMENDATION BY PARISH YOUTH MINISTRY LEADER OR SPIRITUAL ADVISOR

Please write a concise appraisal concerning why this candidate should be selected as the Outstanding Catholic Youth for your region. **Entries will not be considered without this recommendation.**

Adult Youth Ministry Leader or Spiritual Advisor

(Print)

(Signature)

Send this form, along with a photo, to the Office of Faith Formation by February 8, 2019.

Outstanding Catholic Youth Ministry Leader Award

(See other side for eligibility and qualification guidelines and procedures)

Please print clearly, and limit your recommendation to the space provided on this form.

Name of nominee: _____ Number of years in youth ministry: _____

Parish of nominee: _____

Region: _____ I _____ II _____ III _____ IV _____ V

Name and contact information of the person who is nominating the above named:

Name: _____ Signature: _____

Address: _____ E-mail: _____

City/Zip: _____ Phone: _____

Relationship to nominee: _____ Adult or Youth: _____

Please describe why this person (or couple) exemplifies the qualities worthy of the Outstanding Catholic Youth Ministry Leader Award.

Instructions on other side.

Form C

OUTSTANDING CATHOLIC YOUTH MINISTRY LEADER AWARD

Purpose of the Outstanding Catholic Youth Ministry Leader Award:

- To recognize outstanding adult youth ministry leaders who give of themselves and their time in service for the youth of our diocese.
- To encourage greater participation by all lay adults in parish youth ministry.
- To show appreciation for leadership in assisting and organizing Catholic youth through ministry that strengthens their faith and encourages the practice of a Christ-like life.

Eligibility and Qualifications:

- All adult youth ministry leaders who have served with a parish or regional Catholic youth ministry for at least **three** years will be eligible. Continued faithfulness and dedication to youth over a number of years is especially significant.
- Nominees should be strong advocates for youth; excellent role models; appropriate mentors and guides; dedicated to the Catholic faith; and tireless workers in the field of youth ministry.

Who Can Nominate?

The following are encouraged to submit nominations:

- Youth
- Spiritual advisors
- Parish adult youth ministry leaders
- Regional coordinators
- Pastors and associate pastors

Submit this award nomination form, along with a photo of the nominee to the Office of Faith Formation by **February 8, 2019**.

**The Outstanding Catholic Youth Ministry Leader Award
Nomination Form is on the other side of this page.**

CATHOLIC YOUTH MINISTRY GROUP OF THE YEAR AWARD

This award is to recognize a parish youth group that embraces Catholic Youth Ministry as described in the US bishops' document "Renewing the Vision: A Framework for Catholic Youth Ministry" by incorporating the eight components of CYM in a way that is meaningful and relevant to the particular needs of their youth. Eligible parishes also must have accomplished a major service project for their community.

Nominations for this award may be made by pastors, parish leaders, or regional coordinators.

Please type or print clearly

Parish name: _____ City: _____

Region: _____ I _____ II _____ III _____ IV _____ V

Submitted by: _____ Position: _____

Phone: _____ Email: _____

A description of the eight components of CYM may be found on the back side of this form.

ADVOCACY – Opportunities to educate and support for the rights of all youth:

CATECHESIS – Opportunities to deepen understanding and increase knowledge of faith:

COMMUNITY LIFE – Opportunities to create a community of friendship and fun:

EVANGELIZATION – Opportunities to form youth to share their faith with others:

JUSTICE & SERVICE – Opportunities to explore justice issues and offer hands-on experiences:

LEADERSHIP DEVELOPMENT – Opportunities to equip and encourage youth to be leaders:

PASTORAL CARE – Opportunities to provide guidance for the healthy development of youth:

PRAYER & WORSHIP – Opportunities to celebrate & deepen relationship to Jesus Christ:

A brief description of the eight components of Catholic Youth Ministry:

Advocacy challenges the faith and social community to consider how well the needs of young people are being met and how well young people are integrated into the community.

Catechesis fosters youth's relationship with Jesus while deepening their understanding, practice, and knowledge of the Catholic faith.

Community life nurtures the faith of young people by creating meaningful relationships with their peers and with caring adults, and by fully integrating young people into the community.

Evangelization proclaims and witnesses to the reign of God made flesh in Jesus and invites young people to enter into relationship with Jesus and live as his disciples.

Justice and Service encourages young people to live fully Jesus' command to love one another, responding to the human needs of the local and global community while working to transform the social structures that perpetuate injustice.

Leadership development affirms the gifts of adults and youth for ministry and creates opportunities for those gifts to be realized and utilized.

Pastoral care promotes healthy adolescent development, supports the family, & responds to young people in need.

Prayer and Worship celebrates the faith of young people through personal and communal prayer and liturgical experiences, and incorporates young people in the sacramental and worship life of the faith community.

YOUTH GROUP SERVICE PROJECT

Name the issue and/or problem your service project addressed:

Who was it for?

What did you do?

What was the result?

Describe the impact this service had on the community:

Return this form, along with a photo of your youth group to:

Office of Faith Formation—Awards, 424 N. Broadway, Wichita, KS 67202 by February 8, 2019.



THE GOOD SHEPHERD AWARD

This award is presented to a priest in recognition of his outstanding contributions in the field of Catholic Youth Ministry in the Catholic Diocese of Wichita.

You may nominate any priest from the Catholic Diocese of Wichita.

Nominations for this award may be made by youth, parish leaders or regional coordinators.

Please print clearly, and please limit your response to the space provided.

Name of nominee: _____

Number of years involved with Catholic Youth Ministry: _____

Region: ___ I ___ II ___ III ___ IV ___ V

Name and contact information of the person who is nominating the above named:

Name: _____

Address: _____

City/Zip: _____ Phone: _____

Please describe how this priest has served the young people through Catholic Youth Ministry and why he is deserving of this recognition:

Return this form to the Office of Faith Formation by **February 8, 2019.**

Conference Masses



The following people from our parish are attending the Conference and will be available to assist with the following liturgical ministries during the Conference Masses on either Saturday or Sunday:

** Please print **

Parish Name and City: _____

Altar Servers: _____

Commissioned Youth Eucharistic Ministers: _____

Commissioned Adult Eucharistic Ministers: _____

Please return this form by **February 8, 2019** to:

Office of Faith Formation
424 N. Broadway
Wichita KS 67202

DIOCESAN CATHOLIC YOUTH CONFERENCE REGISTRATION

Please complete and return this form along with the total fees required, medical forms, permission forms, and youth and adult contracts **NO LATER THAN FEBRUARY 8, 2019**. Registration includes lunch and dinner.

Registrations received by February 8 will be \$85 per person.

Any registrations received after February 8 will be \$95 per person.

NO REGISTRATIONS WILL BE ACCEPTED AFTER 4:00 p.m. on March 8!

PLEASE TYPE OR PRINT CLEARLY

Parish Name & City:	Region (Circle) I II III IV V
Name of Adult Contact:	
Address:	Cell Phone:
Work Phone:	Home Phone:
City & Zip Code:	E-mail:

YOUTH PARTICIPANT \$85 PER PERSON (\$95 AFTER FEBRUARY 8)	<input checked="" type="checkbox"/> for Gluten Free Lunch	T-SHIRT SIZE—S M L XL (2XL & 3XL add \$3 each)
SAMPLE: John Smith	✓	L
1.		
2.		
3.		
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28.		
29.		
30.		

Parish Name & City: _____

ADULTS (21 Years Of Age Or Older) 2 per first 1 to 12 youth and 1 per each 1 to 10 after that

ADULT YOUTH MINISTRY LEADERS/CHAPERONES (All leaders/chaperones <u>must</u> be VIRTUS certified) \$85 per PERSON (\$95 after February 8)	ONLINE VIRTUS REGISTRATION: Y or N	<input checked="" type="checkbox"/> for Gluten Free Lunch	T-SHIRTSIZE S, M, L, XL (2XL, 3XL add \$3.00)
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

If registering by February 8

Total registrations x \$85

If registering after February 8

Total registrations x \$95

Total of 2 & 3XL t-shirts x \$3

Registration fees are non-refundable.

Total Amount Due: \$

Please send only one check for the entire amount due.

Total

Makes checks payable to:

Amount

Catholic Diocese of Wichita

Enclosed \$

Please send Medical Forms, Permission Forms, Youth Contracts
and Adult Contracts with this Registration Form.

If forms are not on file, the person will not be allowed to attend the Conference.

**ALL ADULTS MUST HAVE VIRTUS TRAINING
AND BE REGISTERED ONLINE WITH VIRTUS!**

Signature of Adult Contact:

We will be staying overnight at the DoubleTree Hilton: (Circle one) YES NO

Mail completed Registration Form, Medical Forms, Permission Forms,
Youth Contracts, Adult Contracts and
one check for the entire amount due to:

Office of Faith Formation
424 N. Broadway
Wichita, KS 67202
by
February 8, 2019

**DIOCESAN CATHOLIC YOUTH CONFERENCE
March 23-24, 2019
HOTEL RESERVATIONS**

City _____ Parish _____

Directions: Use this form for all hotel reservations. The cost of each room will be **\$99 plus tax**, whether it is occupied by 1, 2, 3 or 4 people. The hotel will reserve the room under the name of your parish. Only the **adult contact** for your group should transact business with the hotel registration desk. Please indicate on the form whether adult or youth, male or female. **Please submit this reservation form to the hotel by February 8** to hold your rooms. Reservations should be made as early as possible.

*(NOTE: Please send a **copy** of this Hotel Reservation form to the Office of Faith Formation.)*

To ensure that you get the group rate do not book rooms online or through DoubleTree Hilton's 800 number. Book only through the DoubleTree Wichita Airport Hilton: **316-945-5272**

Deadline: February 8, 2019.

Reminder:

Non-related adults & youth may NOT stay in the same room.

MAIL TO:
 Attn: Sasha Berg
 DoubleTree Hilton Wichita Airport
 2098 S. Airport Rd.
 Wichita, KS 67209
 or
EMAIL TO:
 Sasha.Berg@Hilton.com

<u>PLEASE TYPE OR PRINT CLEARLY</u> Name	Adult or Youth?	Male or Female?	Room # (to be completed by hotel)
SAMPLE: John Smith	Y	M	
1.			
2.			
3.			
4.			
1.			
2.			
3.			
4.			
1.			
2.			
3.			
4.			
1.			
2.			
3.			
4.			
1.			
2.			
3.			
4.			

**** Please use the back of this form if you need more room. ****

Adult Contact _____
(Print) *(Signature)*

Contact's Phone (Day) _____ **(Cell)** _____

Contact's Email _____

Name	Adult or Youth?	Male or Female?	Room # (to be completed by hotel)
1.			
2.			
3.			
4.			
1.			
2.			
3.			
4.			
1.			
2.			
3.			
4.			
1.			
2.			
3.			
4.			
1.			
2.			
3.			
4.			
1.			
2.			
3.			
4.			

All participants staying overnight at the hotel must be listed on this form.

Adults and youth must be in separate rooms unless they are parent and child.

OFFICE OF FAITH FORMATION
 CATHOLIC DIOCESE OF WICHITA
Medical Release and Waiver

PLEASE PRINT LEGIBLY IN INK:

Name of Participant _____ Date of Birth ____/____/____

Address _____ City _____ State _____ Zip _____

Phone # (____) _____ M F Height _____ Weight _____ Age _____

Emergency Contact # 1 Name: _____ Relationship to participant _____

Address (if different from participant) _____

Contact Home or Cell Phone _____ Contact Work Phone _____

Emergency Contact # 2 Name: _____ Relationship to participant _____

Contact Home or Cell Phone _____ Contact Work Phone _____

Insurance Company _____ Policy # _____

List any Allergies/ Present medical conditions/ Activity restrictions:

**We will attempt to accommodate gluten free requests,
 but cannot accommodate other dietary restrictions.**

List current medications and dosage: _____

Does Participant wear contact lenses? Yes ___ No ___

Medical Authorization:

I/We understand that the Catholic Diocese of Wichita and the Office of Faith Formation assume no responsibility for accidents which may occur in association with diocesan events and activities. I/We agree to use my/our personal insurance to cover any such incidents. I/We understand that, in the event medical intervention is needed, every attempt will be made to contact the persons listed above. In the event those individuals cannot be reached, I/We hereby give permission to the physician or any other qualified medical staff selected by the event leader to hospitalize, secure medical treatment, and/or order injection, anesthesia or surgery for Participant as deemed necessary.

Permission for Other Medical Matters:

___ YES, in the event it comes to the attention of the diocesan and/or parish chaperones that my child complains of illness, I grant permission for non-prescription medication (such as Tylenol, lozenges, etc.) to be given to Participant.

Waiver:

I understand all reasonable safety precautions will be taken at all times by the Catholic Diocese of Wichita and the Office of Faith Formation and its agents during the events and activities. I understand the possibility of unforeseen hazards and know the inherent possibility of risk. I agree to indemnify and hold harmless the Catholic Diocese of Wichita and/or the Office of Faith Formation, its leaders, employees and volunteer staff from any claim arising from or in connection with attending this event.

Code of Behavior:

I agree to abide by and/or instruct Participant to abide by all rules and regulations as outlined by the aforementioned chaperones/representatives. I agree that if I/Participant fail(s) to abide in any way by the rules, that I/Participant can be dismissed from the trip/event and sent home immediately at my/Participant's expense with no right of reimbursement or refund for any amount in connection therewith from the Catholic Diocese of Wichita or its chaperones/representatives.

Photo Release:

I hereby authorize the Catholic Diocese of Wichita, and its agents to utilize photographic and/or video images of me or my child by the Catholic Diocese of Wichita. In giving my consent, I hereby indemnify and hold harmless the Catholic Diocese of Wichita and its agents from any and all responsibility or liability. I understand that I will receive no compensation,

2019 Diocesan Catholic Youth Conference
YOUTH CODE OF CONDUCT & PARENTAL PERMISSION FORM

As a Conference youth participant, I agree to abide by the following code of conduct:

YOUTH CODE OF CONDUCT

As a youth participant, I will:

- 1. Project an image of Christian consideration, sensitivity, and respect to everyone and to the property around me through language, dress* and behavior
2. Refrain from inappropriate touching and verbal harassment
3. Adhere to stated curfew
4. Wear appropriate credentials at all times
5. Attend all scheduled activities
6. Observe quiet in hotel hallways, especially in the late evening
7. Notify my adult chaperone of any necessary late arrivals or early departures
8. Report problems of any kind to a trusted adult

As a youth participant, I will not:

- 1. Possess weapons of any kind
2. Purchase, possess, consume or distribute alcohol, illegal drugs or tobacco
3. Visit or gather in hotel rooms with the opposite sex, without proper chaperoning
4. Engage in any form of sexual activity or peer sexual harassment

I have read this code of conduct and agree to its terms.

(Please Print)
Parish: _____
City: _____
T-shirt size: _____

*Dress Code: What to wear
Modest outfits including nice pants and/or skirts that are at (or near) knee-length or longer. Parish/regional t-shirts are permitted.
Do NOT wear
Clothing containing words or symbols that are profane, suggestive, or promote cigarettes, drugs or alcohol. Strapless, backless, low-cut, too-short, or otherwise revealing or clingy dresses.

IF AGE 18 OR OLDER BY MARCH 23, 2019
I have attended a VIRTUS training class, signed the proper forms, and registered online. _____ (initial)

Signature

Print name here

THIS PERMISSION FORM MUST BE SIGNED BY THE PARENT/GUARDIAN OF ALL YOUTH PARTICIPANTS

POLICY REGARDING ALCOHOL AND ILLEGAL SUBSTANCES

The presence of alcohol or illegal substances of any kind by any individual will not be tolerated during the Youth Conference. Any youth found in possession of alcohol or illegal substances will be sent home regardless of the time of day or the distance from home.

I, the parent/guardian of _____, request that my child be allowed to participate in the following activity, and do hereby grant permission for the child name above to participate in this activity:

Name of event: Diocesan Catholic Youth Conference
Location: DoubleTree Hilton Wichita Airport
Time frame: Saturday, March 23 & Sunday, March 24, 2019

I understand that transportation to this event will be provided by (check one):
___ Chartered bus
___ Parish staff and/or volunteers private vehicles
___ My child will provide his/her own transportation

[] I have reviewed the dress code with my child and agree with its terms.

Signature of parent/guardian

Date

Print name of parent/guardian

Date

This form must be completed and received along with a copy of the Medical/Liability Release Form by the Office of Faith Formation no later than February 8, 2019

Chaperone Code of Conduct

As an adult chaperone, I will conduct myself in a manner that exhibits the highest Christian ethical standards and avoids even the appearance of impropriety, and therefore I will:

1. Treat everyone with respect, loyalty, patience, integrity, courtesy, dignity and consideration
2. Report suspected abuse of any minor to the appropriate authorities
3. Be aware of and adhere to emergency plans and evacuation routes
4. Uphold the authority of those responsible for the Conference and assist them in every way possible
5. Avoid situations where I am alone with minors, always following the two adult rule
6. Avoid any form of excessive familiarity, inappropriate language, or any situation or conduct that exploits or could give the appearance of exploiting another

I have attended a VIRTUS training class, signed the proper forms, and registered online. _____ (*initial*)

I will not:

1. Use physical affection to initiate inappropriate contact with minors
2. Use, possess, or be under the influence of alcohol or illegal substances at any time during this event
3. Purchase alcohol or illegal substances for or to distribute to anyone
4. Smoke or use tobacco products in the presence of minors
5. Purchase tobacco products for or to distribute to anyone
6. Bring any weapons (including "concealed carry" weapons) to the Conference
7. Humiliate, ridicule, threaten, demean, or degrade minors or others, nor tolerate such behavior in the environment for which I am responsible
8. Use physical discipline in any way for behavior management of minors
9. Use profanity in any form in the presence of minors

I understand that my failure to agree to and abide by the Chaperone Code of Conduct will bar me from participation in the Diocesan Catholic Youth Conference.

Signature

Print name here

Email address

Chaperone responsibilities on reverse side of this page.

A copy of this CODE of CONDUCT must be read and signed by EACH ADULT PARTICIPANT

and must be received by the Office of Faith Formation no later than

February 8, 2019

Diocesan Catholic Youth Conference

CHAPERONE RESPONSIBILITIES

As an adult chaperone, you set an example for the young people who are participating in the Diocesan Catholic Youth Conference. All chaperones must be in compliance with the diocesan policy on Safe Environments including VIRTUS training. All chaperones must be 21 years of age or older.

There must be a minimum of:

two chaperones for the first 1 to 12 youth and
one chaperone for every additional 1 to 10 youth in attendance.

As an adult chaperone, I am responsible for, but not limited to the following:

1. Being fully accountable for the youth under my care, and fully aware of their whereabouts
2. Communicating and enforcing the Youth Code of Conduct, including Dress Code
3. Checking rooms at curfew to make certain all youth are in assigned rooms
4. Assisting the Conference staff in monitoring hotel hallways at night
5. Familiarizing myself with the location of medical aid
6. Being aware of and adhering to emergency plans and evacuation procedures established for the group
7. Dealing directly and immediately with any disciplinary action needed
8. Notifying the Conference Staff of any concerns/disciplinary actions that may arise during this event

HALLWAY SIGN UP FOR CHAPERONES

- Two adult chaperones will be assigned to each hotel floor for 30-minute shifts from 11:30 p.m. to 1:30 a.m.
- Adult chaperones will be asked to sign up for these shifts upon arrival at the Conference on Saturday morning
- Hallway patrolling helps remind the participants to be quiet and keep curfew on the floors

Chaperone Code of Conduct on reverse side of this page.

UPCOMING YOUTH EVENTS



Totus Tuus

2019 CAMP SESSIONS

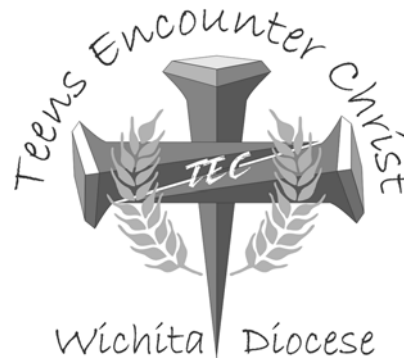
- **June 3-7** – 7/8th grade Girls
- **June 10-12** - 5/6th grade Boys
- **June 12-14** - 5/6th grade Girls
- **June 17-21** – 7/8th grade Boys
- **June 24-28** – 9/10th grade Girls
- **July 8-12** – 7/8th grade Girls
- **July 15-19** – 9/10th grade Boys
- **July 22-26** - 11/12th grade Girls
- **July 29-Aug. 2** – 11/12th grade Boys



CLAY—Christ's Light in All Youth

Winter 2019 Date

Jan. 5: St. Anthony, Garden Plain



TEC—Teens Encounter Christ

2019 Dates

- **Feb. 16-18:** Spiritual Life Center
- **June 8-10:** Hutchinson
- **July 20-22:** St. Paul
- **October 12-14:** Spiritual Life Center



Prayer & Action

2019 Dates

- To Be Announced



On February 6, 2012 the Hilton Wichita Airport became the **DoubleTree Hilton Wichita Airport**.

- All of the guest rooms at the DoubleTree Hilton Wichita Airport are **non-smoking**.
- Priority for hotel rooms will be given to parishes located 20 miles or more from the hotel.
- All other parishes wishing to stay at the hotel are invited to contact the Office of Faith Formation after February 8, 2019, for space availability.

To avoid problems when booking your rooms, use the form included in this booklet. *To ensure getting the group rate we suggest that you do not book your rooms online or through DoubleTree Hilton's 800 number.* If you have hotel specific questions, call the DoubleTree Hilton Wichita Airport directly at 316-945-5272.

Even though our conference registration opens at 8:00 am, normal check-in time for hotel guest rooms is 4:00 pm. Please do not unload your luggage when you arrive in anticipation of your rooms being ready. The hotel will be working as hard as they can to have rooms ready as quickly as possible.

Hotel Agreement (pink): *(This is in addition to the registration page in this booklet.)*
There is an agreement sheet that must be filled out and signed on both sides by each parish staying at the hotel.

Credit Card Agreement (yellow): *(This is for those groups paying by credit card.)*
This is to establish a credit agreement with the hotel to pay for your rooms.

Both of these agreements are included in the envelope this registration booklet came in and are also available on the DCYC website.

Tax Exemption Information

- Sales tax in Sedgwick County is 7.5% and lodging tax is 9%
- As a non-profit your parish may have a tax exempt certificate
- If a copy is provided to the hotel it will exempt you from the 7.5% sales tax
- There is NO exemption for the 9% lodging tax
- Contact the DoubleTree Hilton Wichita Airport (316-945-5272) for more information



The DoubleTree Hilton Wichita Airport is located one-eighth mile from Mid-Continent Airport. The street directly in front of the airport will lead guests to the hotel.

2098 Airport Road, Wichita, KS 67209

CONFERENCE DEADLINES

All forms are available on our web-site: catholicdioceseofwichita.org/faith-dcyc/dcyc

DATE	LOCATION	FORM	DESCRIPTION
February 8	Office of Faith Formation	A	Light of Christ Award
“	“	B	Regional Catholic Youth of the Year
“	“	C	Catholic Youth Ministry Leader Award
“	“	D	Outstanding CYM Group of the Year Award
“	“	E	The Good Shepherd Award
“	“	F	Conference Mass Sign-up Form
“	“	G	Conference Registration Form & fees
“	DoubleTree Hilton & Office of Faith Formation	H	DoubleTree Hilton Airport Reservation Form
“	Office of Faith Formation	I	<u>A copy</u> of the Medical/Liability Forms <i>You keep the original with you.</i>
“	“	I 2	Youth Code of Conduct/Parental Permission Forms for all youth
“	“	J	Adult Chaperone Code of Conduct

Registrations received after Feb. 8 are late and will be charged a late fee.

NO registrations will be accepted after 4:00 pm on March 8.

HELPFUL TIPS

1. **Don't forget to bring breakfast items for Sunday morning.**
2. Bring enough chaperones so that drivers can sleep.
3. Check-in time at the hotel is not until 4:00 p.m. If possible, keep all luggage in your vehicle until check-in time. If that is not possible, luggage may be stored in the hotel board room until you are able to check in. Designate one or two chaperone's rooms to store your group's luggage on Sunday morning. Remind youth & adults to NOT bring expensive/valuable items!
4. Before finalizing your rooms, check to make sure that you don't have connecting rooms between males & females. (This may require changing rooms around.)
5. Pick up a hotel chart at the front desk, so you'll know which other parishes are on your floor(s).
6. Distribute the Conference t-shirts at the end of the day—as a way of making a bed check.
7. Go over an emergency escape plan with your group.
8. In case of a fire or other emergency immediately evacuate your rooms and conduct a group headcount once you are safely outside.
9. Make sure you have enough drivers to transport your delegation at any given time (in the unlikely event that they need to be sent home).
10. Keep your sense of humor!

**Hotel check-in time is 4:00 p.m. Do NOT plan on your rooms being ready before that time.
All hotel rooms are non-smoking rooms.**

Have you . . .

- Submitted pictures for the Diocesan Video Show?
- Filled out all forms completely and legibly?
- Checked participants' Medical Liability/Permission Forms (youth & adults), Youth & Chaperone Code of Conducts to insure they are properly filled out and signed?
- Keep the original of all medical forms with you and send us a copy!**
- Listed all participants, both youth and adults, on the registration form?
- Marked T-shirt sizes for each participant (youth and adult chaperones)?
- Ensured that all adults attending are 21 or older and have completed VIRTUS training and registered online?
- Ensured that all youth 18 and older have completed VIRTUS training and registered online?
- Sent your hotel reservation form to the DoubleTree Hilton Wichita Airport?
- Enclosed a copy of your hotel reservation form with your Conference registration?
- Enclosed a check to cover the cost of Conference registration for your group?
- Sent everything in before the listed deadlines?

REMINDERS:

Send Light of Christ and Outstanding Catholic Youth nominations and all other award nominations to the Office of Faith Formation, NOT to Regional Coordinators!

Breakfast

- Sunday breakfast is on your own.
- It is **NOT** provided as part of the conference package
- The hotel restaurant offers a breakfast buffet for \$14.95



will have a booth selling Catholic books and gifts on Saturday!



will be there for pictures Saturday evening!

Office of Faith Formation
Catholic Diocese of Wichita
424 N. Broadway
Wichita, KS 67202

Phone: 316-269-3940 **FAX:** 316-269-3902

E-mail: OFF@catholicdioceseofwichita.org

Website: catholicdioceseofwichita.org/faith

