

Welcome to  
Rotary District 7490's  
Youth Protection Seminar



Why do we need a  
Youth Protection Policy?

\$1.50  
SUNDAY  
September 2, 2012

# The Record

NORTH JERSEY'S TRUSTED SOURCE

## 'Teacher of the Year' arrested

### Accused of having sexual relationship with teen student

By COLLEEN DISKIN  
STAFF WRITER

The winner of last year's Essex County's "Teacher of the Year" award is facing multiple counts of sexual assault, another in a recent string of educators accused of having predatory relationships with their students.

Erica DePalo, 33, of Montclair, an English teacher at West Orange High School, was arrested about 7:30 p.m. Friday and accused of having a sexual relationship with a 15-year-old male student she taught in her honors English class, according to the Essex County Prosecutor's Office.

DePalo, who is also the school's junior varsity tennis coach, was charged with first-degree aggravated sexual assault, second-degree sexual assault and endangering the welfare of a child. Bail was set at \$100,000, said Prosecutor's Office spokeswoman Katherine Carter.

Police allege that DePalo

ber 2011. At the time she was quoted as saying, "I am merely a representative of all the hard-working dedicated teachers, especially those with whom I work at West Orange High School ... teachers who are committed to their students, who consistently advocate for their students, and who exceedingly go above and beyond their everyday duties and job descriptions."

DePalo, who is single, has been employed at West Orange High School since 2003 but was suspended upon her arrest Friday.

A graduate of Villanova University, DePalo earned a master's in liberal studies from New York University. She serves as an adviser for the National English Honor Society, according to a profile of her on the state Department of Education's website, which gives biographies of all the county Teacher of the Year winners. She was working under a \$2.5 million grant awarded by the



Erica DePalo, 33, of Montclair is an English teacher at West Orange High School.

a teenage student. In 2008, Teaneck teacher James Darden was sentenced to eight years in prison, after admitting to having a two-year sexual relationship with a student that started when she was 13. In 2005, Darden had won the prestigious Milken Family Foundation Educator Award.

A victims' advocate said Saturday that it isn't unusual for teachers accused of sexual abuse to also have been viewed by the community and their peers as standout educators.

"It is very common for the teachers of the year, the championship coaches and the vanguards of education to be perpetrators," said Terri Miller, president of the national organization

## Crossed boundaries

### Coaches accused of sexual assault

YET ANOTHER high school coach has been arrested, charged with sexual assault and endangering the welfare of a minor.

This time it's John D. Rankin, an assistant track and bowling coach at Park Ridge High School. He has the dismal distinction of being the second employee of Park Ridge High to have been arrested for an improper relationship. A math teacher was accused back in January of having a two-year affair with a student.

We wish we could say it started and stopped with Park Ridge. Unfortunately, there have always been teachers and coaches who have crossed their professional boundaries with students. They use to their advantage the powerful relationship between student and authority figure, between child and adult. It's unspeakable, but it happens.

If it seems as if lately we're hearing more and more stories about this kind of spectacularly inappropriate behavior from school employees, it's because we are. Last year, the number of teachers and administrators who lost their licenses in New Jersey due to sexual offenses rose to 33. Compare that to six years ago, when there were 18 such cases. And since December, a dozen school staff members statewide have been accused of sexual misconduct, Staff Writers Mary Jo Lavton, Marlene Naanes



RANKIN

the sexual harassment training for school employees is not working as well as it should. The vetting process for hiring teachers appears to be in need of attention, too. And we wonder if there is any way to have even stricter control over electronic communication between teacher and student.

Which is all too bad, because teaching and coaching involves so much more than the cold transmission of knowledge or skills. A good educator is caring, inspiring and wise. Extra attention, extra help and private discussions about problems at home may be what students need to learn and thrive. Educators should be able to exercise their good judgment without worrying about their jobs. But every time a teacher violates the boundaries, it makes it that much harder for everyone else. And then the students suffer.

A positive way to look at the spike in sexual assault cases may be that students and their parents

- Help to ensure that Rotarians and other volunteers exemplify the policy
- Demonstrate Rotary's commitment to youth
- Help prevent specific incidents of abuse and mitigate effects
- Protect long term viability of youth programs
- Strengthen the trust of participants and their parents
- Protect the interests of all volunteers and participants
- Reduce risks, liability and insurance claims
- **Comply with mandates from Rotary International**

# Rotary International's Statement of Conduct for Working with Youth

*Rotary International is committed to creating and maintaining the safest possible environment for all participants in Rotary activities. It is the duty of all Rotarians, Rotarians' spouses, partners and other volunteers to safeguard to the best of their ability the welfare of and to prevent the physical, sexual, or emotional abuse of children and young people with whom they come into contact.*

**Adopted by the R.I. Board of Directors, November 2002**

## Sexual Abuse and Harassment Statements (True or False)

1. Most sexual abuse and harassment is committed by strangers.
2. Teenagers often make up charges of sexual abuse or harassment to get attention or to get what they want from adults.
3. Only an oversensitive teenager will suffer significant emotional harm as a result of abuse or harassment.
4. If an adult gets along well with young people, it is very unlikely that he or she is a sexual offender.
5. A teenager who drinks alcohol, takes drugs, or stays out late at dance clubs is asking to be a victim of sexual abuse or harassment.
6. An adult volunteer gossiping about a female student's figure is sexual harassment.
7. Sexual abuse is almost exclusively directed against females by males.
8. Sexual abuse requires physical contact of a sexual nature.
9. Sexual abuse is about sexuality.
10. Some minor sexual harassment is to be expected and tolerated.

1. Most sexual abuse and harassment is committed by strangers.

**FALSE:** Most abuse is committed by someone the victim knows and trusts. Approximately 90 percent of sex offenders were relatives or acquaintances of their victims.

2. Teenagers often make up charges of sexual abuse or harassment to get attention or to get what they want from adults.

**FALSE:** Only 1% to 4% of sexual abuse reports are fabricated. Child abuse is generally underreported because young people fear that disclosure will bring consequences even worse than being victimized again or because they are convinced by their abusers that it is their own fault. Social stigmas about sexuality also contribute to feelings of shame.



3. Only an oversensitive teenager will suffer significant emotional harm as a result of abuse or harassment.

**FALSE:** The potential of significant emotional harm is present whenever abuse or harassment occurs and the level of trauma depends on many factors, including feeling powerless to stop the situation or confusion, shame or isolation.

4. If an adult gets along well with young people, it is very unlikely that he or she is a sexual offender.

**FALSE:** Offenders often cultivate an image of being “good with young people” in order to gain trust from the community and victims and often seek opportunities for access to children through youth programs and volunteer organizations.

5. A teenager who drinks alcohol, takes drugs, or stays out late at dance clubs is asking to be a victim of sexual abuse or harassment.

**FALSE:** Poor judgment, bad habits and inexperience do not justify or excuse abuse.

6. An adult volunteer gossiping about a female student's figure is sexual harassment.

**TRUE:** Within Rotary's definition, gossiping about and referring to a person's sexual attractiveness or deficiency constitute harassment, regardless of gender.

7. Sexual abuse is almost exclusively directed against females by males.

**FALSE:** Both males and females are at risk and both males and females can commit sexual abuse. Among reported cases of sexual abuse against boys, 14% were committed by females.

8. Sexual abuse requires physical contact of a sexual nature.

**FALSE:** Sexual abuse includes such non-touching offenses such as indecent exposure and exposing a child to sexual or pornographic material.

9. Sexual abuse is about sexuality.

**FALSE:** In most cases, sexual abuse and harassment is not about sexuality, but is about power and control.

10. Some minor sexual harassment is to be expected and tolerated.

**FALSE:** Rotary International has established a **zero-tolerance** policy toward abuse and harassment. **The safety and well-being of young people must always be the first priority.**



**WHAT CONSTITUTES  
SEXUAL ABUSE  
OR HARASSMENT?**

## What constitutes abuse or harassment?

**Sexual Abuse.** Engaging in implicit or explicit sexual acts with a student or child or forcing or encouraging a student or child to engage in implicit or explicit sexual acts alone or with another person of any age, of the same sex or the opposite sex. Sexual abuse also includes non-touching offenses, such as indecent exposure and exposing a child to sexual or pornographic material.

**Sexual Harassment.** Sexual advances, requests for sexual favors or verbal or physical conduct of a sexual nature. In some cases, sexual harassment precedes sexual abuse and is used by sexual predators to desensitize or groom their victims.

## CAN YOU NAME SOME EXAMPLES?

## **Examples of sexual harassment:**

- Sexual epithets, jokes, written or spoken references to sexual conduct, speaking about one's sex life in the presence of a young person, comments about an individual's sexual activity, deficiencies or prowess
- Verbal abuse of a sexual nature
- Displaying sexually suggestive objects, pictures or drawings
- Sexual leering or whistling, any inappropriate physical contact such as intentional brushing against or touching, obscene language or gestures, or suggestive or insulting comments

What steps can be taken  
to help prevent  
abuse and harassment  
of youth participants?

## PREVENTION STEPS:

- **POLICY** emphasizing protection
- **SELECTION AND SCREENING** of volunteers and youth program participants
- **TRAINING** of volunteers, youth participants and parents
- **SUPPORT AND COMMUNICATION** with youth participants, the District, Rotary Clubs, and community members
- **COMMITTED PROGRAM PARTICIPANTS** united in the aim of providing the best possible experience to youth (including Rotarians, non-Rotarians & youth)

What are the key provisions  
of District 7490's abuse and  
harassment prevention policy

Adopted by Resolution 2012-1 on April 21, 2012,  
at the District Conference in Washington, D.C.

- Policy Statement
- Definitions of volunteers, student, sexual abuse and harassment
- Incorporation and liability insurance
- Volunteer selection and screening procedures
- Student selection and interview procedures
- Training
- Reporting Guidelines
- Follow-through and review guidelines
- Club responsibilities and compliance requirements
- Appointment, responsibilities and qualifications of the District Youth Protection Officer
- Creation, duties & membership of District Review Committee
- Other: physical safety requirements, degree of supervision, motor vehicle guidelines and illness injury procedures

WHO SHOULD BE

TRAINED

(and **SCREENED**)?



- Although not every volunteer involved in a Rotary youth program needs to be trained and screened, everyone in a **supervisory or leadership role** in a district or club youth program should be trained.
- Moreover, any volunteer, Rotarian or non-Rotarian, who is expected or is likely to have **unsupervised direct contact with youth** as part of a Rotary youth program must be both screened and trained.
- It is also recommended that **small groups of volunteers** (three or less members) working on Rotary youth programs (e.g. scholarship interview committees) be both screened and trained.

What are some examples of who should be trained **and screened**?

- Youth Exchange **counselors**, committee members & **host families** \*
- Gift of Life committee members & **host families** \*
- Interact/React **advisors** and committee members \*
- RYLA **counselors** & committee members \*
- **Club youth protection officers**
- Club officers and directors \*
- Youth participants and their parents
- Youth scholarship committee members \*
- Youth mentoring program participants \*
- **\*All volunteers in a Rotary youth program or activity where unsupervised contact with youth is likely, including those transporting youth**

(Those highlighted in **Red** should be screened & trained)

# VOLUNTEER SELECTION AND SCREENING PROCEDURES

- **APPLICATIONS** – Complete Essex Volunteer Application and District Youth Volunteer Affidavit (to be filed with District Youth Exchange Chairperson who shall copy District Youth Protection Officer)
- **PERSONAL REFERENCES** – List three (may not be relatives nor more than one current or former Rotarian); insert volunteer information on the Volunteer Reference Form and forward a copy of same to each personal reference with request that they complete same and send to District Youth Exchange Chairperson (who shall copy District Youth Protection Officer)

- **INTERVIEW** by applicable District youth program committee or Club youth program committee. Verify I.D. (passport, photo driver's license, birth certificate)
- **U.S. DEPT. OF STATE ANNUAL CERTIFICATION** (required only of Youth Exchange Program coordinators) – satisfactory completion of on-line test based on Federal guidelines
- **CRIMINAL BACKGROUND CHECK**-Complete District Waiver/ Consent/Release form and submit to Essex through District youth committee or Rotary club (required every twelve months). Results are provided by Essex to District Youth Exchange Chairperson who notifies District Youth Protection Officer

## WHAT OFFENSES WOULD DISQUALIFY A VOLUNTEER?

- Offenses involving danger to the person
  - N.J.S.A. 2C:11-1 et seq.* – criminal homicide
  - N.J.S.A. 2C:12-1 et seq.* – assaults, threats, stalking
  - N.J.S.A. 2C:13-1 et seq.* – kidnapping, criminal restraint
  - N.J.S.A. 2C:14-1 et seq.* – sexual offenses
  - N.J.S.A. 2C:15-1 et seq.* – Robbery
- Offenses against family
  - N.J.S.A. 2C:24-1 et seq.* – endangering welfare
- Offenses involving thefts – *N.J.S.A. 2C:20-1 et seq.*
- Offenses involving controlled dangerous substances
  - N.J.S.A. 2C:35-1 et seq.* (except *N.J.S.A. 2C:35-10a*)
- Registered or excluded sex offenders - *N.J.S.A. 2C:7-1 et seq.*
- Similar offenses committed in any other state or jurisdiction

# TRAINING REQUIREMENTS

- ADOPTION OF R.I. ABUSE AND HARASSMENT PREVENTION TRAINING GUIDE
- REGULAR SCHEDULED TRAINING SEMINARS
- USE OF ON-LINE TRAINING
- PERIODIC REFRESHER TRAINING
- SPECIALIZED TRAINING FOR SELECTED CATEGORIES
- MAINTAIN RECORDS OF PARTICIPATION

# SUPPORT AND COMMUNICATION

- YOUTH PROTECTION OFFICER
- DISTRICT YOUTH COMMITTEE CHAIRS
- DISTRICT GOVERNOR
- EMERGENCY CONTACTS (fire, police, ambulance, doctor)
- SAFE HOUSES (host families available in an emergency)
- LIST OF AVAILABLE SCREENED & TRAINED VOLUNTEERS

# COMMITTED PROGRAM PARTICIPANTS

- WILLING TO UNDERGO SCREENING AND TRAINING
- WILLING TO ASSIST IN OTHER ROTARY YOUTH PROGRAMS WHEN NEEDED
- RECOGNIZE THAT THE SAFETY AND WELL-BEING OF YOUNG PEOPLE MUST ALWAYS BE THE FIRST PRIORITY



WHAT ARE THE SIGNS AND  
SYMPTOMS WHICH WOULD MAKE  
YOU SUSPECT THAT A YOUTH  
PARTICIPANT IS BEING SEXUALLY  
ABUSED OR HARASSED?

- Any physical signs of abuse
- Changes in behavior, mood
- Withdrawal, fear, crying
- Fear of certain persons or places
- High level of anxiety
- Eating disorder
- self- mutilation
- Diminished self esteem
- overly aggressive behavior
- unwillingness to participate in activities
- difficulties in school
- repression
- poor peer relationships, isolation
- nightmares or night terrors
- graphic or age inappropriate sexual knowledge
- suicide attempts or threats
- drug or alcohol abuse
- obsessive behavior
- problems with authority or rules

## CAUTION!

The signs of abuse and harassment are often difficult to distinguish from other problems associated with normal adolescence. Try to take the time to learn what is really going on.

## WATCH FOR:

- sudden changes in behavior
- clusters of symptoms
- marked drop-off in school performance

WHAT SHOULD YOU DO  
IF YOU SUSPECT  
SEXUAL ABUSE OR  
HARASSMENT?

# 1. Receive the Report

- Listen attentively and stay calm
- Assure privacy but explain that incident must be reported
- Ask questions to gather facts but don't interrogate
- Do not confront or interrogate alleged abuser/harasser
- Be nonjudgmental but supportive
- Document the allegation by keeping a written record

## 2. Protect the safety of the young person

- Immediately separate the youth from the presence of the alleged abuser/harasser
- Prevent further contact until resolution of the allegations

### 3. Report the Allegation

- Immediately report the allegation to the District Governor, Youth Protection Officer, or Youth Program Chairperson
- Report every allegation of criminal abuse or harassment to the proper law enforcement authorities for investigation. Consult with District Youth Protection Officer as to what constitutes criminal abuse or harassment.
- All allegations are to be reported to R.I. within 72 hours
- With respect to the Youth Exchange Program, federal law requires that U.S. Department of State be immediately notified of any incident or allegation of sexual exploitation or other abuse or neglect.
- Notify parents or guardians as soon as possible
- Report all incidents to RI Risk Management by email to [claims@rotary.org](mailto:claims@rotary.org) or by fax to (847) 556-2147

- ANYONE HAVING REASONABLE CAUSE TO BELIEVE A CHILD UNDER AGE 18 HAS BEEN THE SUBJECT OF ABUSE, CRUELTY, ABANDONMENT OR NEGLECT MUST REPORT SAME TO THE N.J. DIVISION OF YOUTH AND FAMILY SERVICES (DYFS) – *N.J.S.A. 9:6-1 et seq.*
  - CALL 1-877-NJ ABUSE
  - IMMUNITY FROM ANY LIABILITY
  - FAILURE TO REPORT IS A DISORDERLY PERSONS OFFENSE



## 4. Follow-through procedures

- Confirm that the youth has no further contact with the alleged abuser/harasser
- Temporarily remove (without prejudice) alleged offender from all contact with other youth in Rotary programs pending investigation
- Maintain privacy, do not gossip, protect rights of all parties
- Ensure that the youth receives immediate support services
- Cooperate fully with law enforcement agency investigation
- If police investigation is inconclusive or should no criminal investigation be warranted, refer to District Review Committee for investigation and recommendations

- A club must terminate the membership of any Rotarian who admits to, is convicted of, or is otherwise found to have engaged in sexual abuse or harassment of young people participating in a Rotary youth program.
- Non-Rotarians so engaged must be prohibited from working with youth in any Rotary context.
- Should the results of an investigation be inconclusive, additional safeguards may be put in place. Persons cleared of charges may be (but are not guaranteed to be) reinstated.

# CASE STUDY # 1

Your club wishes to recognize the High School seniors who were selected as the scholarship award winners and invites them to attend a club meeting. The scholarship chairperson, who has been screened and trained, picks the students up from the High School and takes them to the club meeting but leaves the meeting early due to a business emergency. At the conclusion of the meeting you realize that there are no other screened and trained volunteers to drive the students back to school. **What do you do?**

## CASE STUDY # 2

During the annual RYLA retreat, a student approaches you and reports that one of the counselors has been making sexually suggestive remarks to her. The counselor has previously been screened and trained and has served as a volunteer counselor in past years without incident. Another counselor advises you that she has noticed that this particular student does not appear to get along well with the other students and is not participating in some of the activities. **What do you do?**

## CASE STUDY # 3

Your Rotary club has a three member committee to conduct interviews for scholarships. After the first hour, everyone is invited to take a short rest break and reconvene in 15 minutes. The next day you receive a telephone call from a parent of one of the students advising you that their child reported to them that during the break, one of the committee members was alone with their child and asked an inappropriate question concerning her sexual activities. None of the committee members were either trained or screened since the club did not believe there would be any unsupervised interaction. **What should you do?**

WHAT ARE THE KEY  
POSITIONS  
WITHIN THE DISTRICT  
AND THEIR  
RESPONSIBILITIES  
TO YOUTH PROTECTION?

# POSITIONS OF RESPONSIBILITY

## 1. District Governor

- Ensure that all allegations are reported to proper authorities & R.I.
- Confirm that abuse reporting follows district policies
- Ensure Rotary clubs comply with district policies
- Ensure that all youth programs are conducted responsibly
- If necessary, intervene in administration of youth programs
- Establish risk management procedures
- Encourage involvement of district leadership in youth protection

## 2. District Youth Protection Officer

- First point of contact for allegations of abuse or harassment
- Obtain, review and maintain records of all screened volunteers, including applications, references and background checks
- Ensure proper handling and reporting of allegations
- Make available appropriate training and work with clubs to inform Rotarians of their obligations
- Advise and consult with District youth program committees



### 3. Youth Program Committee Chairs

- Interview volunteers and host family members (if applicable) involved in their program
- Ensure that volunteers complete and submit appropriate applications, references and background checks
- Report any allegations of abuse or harassment within their program to the Youth Protection Officer
- Perform specialized training appropriate to their program
- Ensure that their volunteers attend youth protection training

#### 4. District Review Committee

- Follow through on allegations of abuse or harassment that cannot be investigated by law enforcement or when such investigations are inconclusive
- Determine whether the District's risk management policies are sufficient
- Meet within three to five business days after an allegation of abuse or harassment is made to determine if proper procedures are being followed
- Following the conclusion of a law enforcement investigation, conduct an appraisal to consider the circumstances surrounding the allegation and recommend a response

- Determine whether an accused individual's continued participation in youth program presents too great a risk where an investigation is inconclusive
- Conduct annual review of all documentation and allegations of abuse or harassment to ensure that the district is taking steps to limit the risk
- Conduct periodic review and evaluation of policies

## 5. Rotary Clubs

- Coordinate and ensure that club volunteers in youth programs comply with district policies, including applications, references, interviews, criminal background checks and training
- Complete and submit a signed compliance statement that the club is operating its youth programs in accordance with district and RI policies.

## CONTACT INFORMATION FOR KEY INDIVIDUALS

- Bonnie Sirower, District Governor  
(201) 446-1814 (cell); [Botzie@aol.com](mailto:Botzie@aol.com)
- William Rupp, District Youth Protection Officer  
(201) 394-0312 (cell); [william.rupp@FTHGLAW.com](mailto:william.rupp@FTHGLAW.com)
- Gregory Liss, RYLA Chair  
(201) 410-7818 (cell); [scubalis@optonline.com](mailto:scubalis@optonline.com)
- Alicia Sansarricq, Youth Exchange Chair  
(201) 965-1226 (cell); [sigourneyinc@aol.com](mailto:sigourneyinc@aol.com)
- Raymond Hough, Gift of Life Chair  
(201) 390-4053; [RH385@aol.com](mailto:RH385@aol.com)
- Robert Traitz, New Generations Chair  
(201) 803-9966; [bobtraitz@verizon.net](mailto:bobtraitz@verizon.net)
- Geoffrey Garlick, Rotaract Co-chair  
(201)956-0152; [geoffreygarlick@gmail.com](mailto:geoffreygarlick@gmail.com)
- Robert Wood, Rotaract Co-chair  
(973)200-0013; [robertdavidwood@gmail.com](mailto:robertdavidwood@gmail.com)

## ADDITIONAL RESOURCES

- [www.rotarydistrict7490.org](http://www.rotarydistrict7490.org) Youth Abuse and Prevention Policy, application forms, references form, district waiver/release/consent
- [www.rotary.org](http://www.rotary.org) Abuse and Harassment Prevention Training Manual and Leaders Guide
- [www.exchangestudent.org](http://www.exchangestudent.org) Youth Exchange procedures and forms
- Suicide & Crisis Hotline – 1-800-SUICIDE
- Alcohol & Drug Abuse – 1-800-322-5525
- RI Risk Management – [claims@rotary.org](mailto:claims@rotary.org) or (fax) (847)556-2147
- DYFS telephone – Call 1-877-NJ ABUSE

WHOSE RESPONSIBILITY IS IT TO  
ENSURE THE SAFETY AND WELL-  
BEING OF YOUTH PARTICIPATING  
IN ROTARY YOUTH PROGRAMS?

The safety and well-being of all youth participants in Rotary Youth Programs and the prevention of abuse and harassment is the shared **responsibility of everyone**, including Rotarians, non-Rotarian volunteers, members of the host community, parents and students.



# REQUEST FOR CLUB YOUTH PROGRAM CERTIFICATION

The Rotary Club of \_\_\_\_\_, within Rotary District 7490, certifies that:

1. Everyone in a supervisory or leadership role in a Rotary youth program sponsored or conducted by the aforesaid Rotary Club, has completed training in Youth Abuse and Harassment Prevention by attending a Youth Protection Seminar conducted by the District or by receiving equivalent training approved by the District.
2. All volunteers, Rotarians and non-Rotarians, participating in a Rotary Youth Program sponsored or conducted by the aforesaid Rotary Club and who are likely to have unsupervised direct conduct with participating youth, have completed and have properly submitted a volunteer application, a youth volunteer affidavit, three volunteer reference forms (which cannot be from a relative nor more than one from a current or former Rotarian), and a District Waiver/Consent/Release.
3. All volunteers, Rotarians and non-Rotarians, participating in a Rotary Youth Program sponsored or conducted by the aforesaid Rotary Club and who are likely to have unsupervised direct conduct with participating youth have undergone a criminal background check in accordance with the District's policies and have been cleared and have completed training in Youth Abuse and Harassment Prevention by attending a Youth Protection Seminar conducted by the District or by receiving equivalent training approved by the District.
4. The aforesaid Rotary Club is operating its youth programs in compliance with the District's and RI's Youth Protection Policies.
5. The aforesaid Rotary Club will follow the District's Youth Abuse and Harassment Prevention reporting guidelines.
6. If participating in the Youth Exchange Program, the aforesaid Rotary Club shall comply with the applicable requirements of the Essex Youth Exchange Program.
7. Attached is a list of the volunteers, both Rotarians and non-Rotarians, participating in a Rotary Youth Program sponsored or conducted by the aforesaid Rotary Club who have been trained and, if applicable, have submitted the completed application, affidavit, and references and have undergone and been cleared by a criminal background check.

I certify that the foregoing statements are true and correct to the best of my knowledge, that I have read and understand this certification and that I sign this certification voluntarily.

Dated: \_\_\_\_\_ (Signature) \_\_\_\_\_

(Print Name) \_\_\_\_\_

(Title) \_\_\_\_\_

LIST OF VOLUNTEERS TRAINED AND VETTED

NAME	TRAINING (Date taken)	APPLICATION (Date submitted)	CRIMINAL BACK- GROUND CHECK (Date submitted)
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____
7. _____	_____	_____	_____
8. _____	_____	_____	_____
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17 _____	_____	_____	_____
18 _____	_____	_____	_____
19. _____	_____	_____	_____
20 _____	_____	_____	_____