the Chickasaw Nation

Chris Anoatubby
Governor

Department of Community Services / Youth Services Division
231 Seabrook Road / Ada, OK 74820 / (580) 310-6620 / Fax: (580) 436-7288
Email address: YouthLeadership@Chickasaw.net

Chikasha Pehlichi Ikbi Program
"Creating Chickasaw Leaders"
Youth Leadership Program Application

Chickasaw Nation Mission Statement:
To enhance the overall quality of life of the Chickasaw people.

Program Description:
The Chikasha Pehlichi Ikbi (CPI) program aims to create strong, confident leaders in our youth by engaging them in various educational and cultural sessions throughout the year. CPI members will be provided with opportunities to become more knowledgeable about their Chickasaw heritage, enhance their personal development and leadership skills, interact with state and tribal leaders, and serve as ambassadors in their communities.

Program Requirements:

- Applicants must be a Chickasaw citizen.
- Applicants must be enrolled in 8-12 grade or home-school equivalent.
- Applicants must be ages 14-18.
- Applicants must have at least a 2.0 grade point average on a 4.0 scale.
- The reference form must be completed by the school principal or counselor.
- A copy of the applicant's most recent grade report must be attached.
- Applicant Acknowledgment Consent and Release form must be signed before submitting the application.

Application Process:

1. A complete application must be submitted before the applicant can be considered for acceptance into the CPI program.
2. Applications may be submitted by mail, online, email, fax, or hand-delivered to the Chickasaw Nation Youth Services office.
3. The CPI staff will choose applicants based upon demonstrated leadership qualities.
4. Letters notifying applicants of the results will be mailed.

Please carefully read the application process instructions before completing the application.

Form no. 04747 CS-YS Rev. 10/2023

Applicant Information:

Name: _____
First Middle Last Suffix

Mailing address: _____
Street City State ZIP

Physical address: _____
Street City State ZIP

Home phone no.: (___) _____ Cell phone no.: (___) _____

Email address: _____

Preferred name: _____ Gender: ☐ Female ☐ Male Birth date: _____

School name: _____

T-shirt size: ☐ Adult small ☐ Adult medium ☐ Adult large ☐ Adult X-large ☐ Adult 2X-large ☐ Adult 3X-large

Classification: ☐ Eighth grade ☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior

School contact person/counselor: _____

Preferred transportation location: ☐ Ada ☐ Tishomingo ☐ Ardmore ☐ Davis ☐ Purcell

Parent/legal guardian Information: (individual with whom the applicant lives)

Primary contact name: _____
First Middle Last Suffix

Birth date: _____ Relationship to applicant: _____

Emergency contact? ☐ Yes ☐ No Authorized for pick up? ☐ Yes ☐ No

Mailing address: _____
Street City State ZIP

Physical address: _____
Street City State ZIP

Home phone no.: (____) _____ Cell phone no.: (____) _____ Work phone no.: (____) _____

Email address: _____

Secondary contact name: _____
First Middle Last Suffix

Birth date: _____ Relationship to applicant: _____

Emergency contact? ☐ Yes ☐ No Authorized for pick up? ☐ Yes ☐ No

Mailing address: _____
Street City State ZIP

Physical address: _____
Street City State ZIP

Home phone no.: (____) _____ Cell phone no.: (____) _____ Work phone no.: (____) _____

Email address: _____

Emergency Contact Information:

Name: _____ Relationship: _____

Email address: _____ Phone no.: (___) _____

Consent for Medical Treatment

CPI staff are trained in emergency first aid. If a CPI member sustains an injury more severe than our skills allow, the CPI staff will take whatever steps are necessary to obtain emergency medical care including, but not limited to, the following:

- Attempt to contact a parent/legal guardian, using all numbers for persons provided on the enrollment form.
- If injury warrants, CPI staff will call an ambulance or paramedic and have the CPI member taken to the closest emergency facility in the company of a CPI staff member.

If medical treatment is necessary, the CPI member and the parent/legal guardian gives to the CPI program, its nominees, agents, and assigns, permission to obtain treatment and/or be transported by emergency medical services to the nearest medical facility.

Please list any existing medical conditions your child has of which CPI staff should be aware:

_____

Please list all medications your child is currently taking (dosage schedule): _____

_____

Please list any over-the-counter medications you give us permission to give your child (Tylenol, Motrin, Dramamine, Pepto-Bismol, etc.): _____

_____

Food allergies? ☐ Yes ☐ No If yes, list the type of food allergy: _____

_____ _____
CPI member signature Date

_____ _____
Parent/legal guardian signature Date

Nothing contained in this agreement will be construed to waive the sovereign rights and immunities of the Chickasaw Nation, its officers, employees, or agents.

Chikasha Pehlichi Ikbi Program
Applicant Acknowledgment
Consent and Release

To participate in CPI and CPI activities sponsored by the Chickasaw Nation, I, the undersigned _____ (name of applicant), acknowledge, understand, and agree to the following:

1. Applicant has applied for admission to the CPI program and has voluntarily committed to participating in the CPI activities.
2. If selected as a participant, the applicant commits to participate in CPI program activities solely on their initiative, risk, and responsibility.
3. **Member Code of Responsibility:** Applicant certifies that they have read and understand the member code of responsibility of the CPI program. Failure to adhere to the CPI program policies will result in dismissal from the CPI program.
4. **School Messenger System:** Applicant and parent/legal guardian will automatically be enrolled in receiving an email, text message, and pre-recorded phone message/voicemail regarding upcoming sessions, personal development courses, and volunteer opportunities.
5. **Consent for Reproduction of Photographs and Voice:** In the course of the CPI program, newsletters, public service announcements, newspapers and magazine articles, website features, and videos may be used. Applicant and parent/legal guardian give permission to the Chickasaw Nation, its agents, or employees to photograph, record, film, and videotape the applicant for future promotion of the CPI program and/or any Chickasaw Nation publications. Applicant will have no right of approval, no claim to additional compensation, and no claim (including without limitation, claims based upon invasion of privacy, defamation, or right of publicity) arising out of any uses, alteration, distortion, or illusionary effect or use in any composite form.
6. Applicant and parent/legal guardian, on behalf of self, heirs, assigns, personal representative, and next to kin, hereby release and hold harmless the Chickasaw Nation, its employees, agents, and representatives with respect to any and all injury, disability, death or loss or damage to person or property, whether arising from negligence or otherwise.

_____ _____
Applicant signature Date

_____ _____
Parent/legal guardian signature Date

Nothing contained in this agreement will be construed to waive the sovereign rights and immunities of the Chickasaw Nation, its officers, employees, or agents.

Chikasha Pehlichi Ikbi
Member Code of Responsibility

(The following procedures may be kept by the CPI member for record purposes.)

Statement of Purpose:
The purpose of the CPI program is to enhance the overall leadership qualities of youth, ages 14-18, in the Chickasaw Nation. The actions of the CPI member reflect on CPI and affect the results the program is intended to achieve. CPI members are expected to observe the highest standards of behavior and set an example for others to follow. This member code of responsibility is intended to describe minimum acceptable standards and the consequences of failure to meet these standards. Those who fail to observe these standards will be held accountable for their actions.

RSVP:
CPI members must reserve their spot for attendance at all CPI events (sessions, personal development courses, special events, and conferences). CPI members must email, call, or text their designated CPI staff member two days before a program event **if they plan to attend or not attend**. If you arrive at your pickup location without notifying the CPI staff of your RSVP, you may not have a seat in the vehicle. If you RSVP and you do not attend the CPI program event without notifying the CPI staff, five points from your total points earned will be deducted.

No call, no show:
No call, no show refers to CPI member's absence from CPI without notifying the CPI staff. The consequences of a no call, no show are listed below:

- 1st - 5-point deduction
- 2nd- 10-point deduction
- 3rd- 15-point deduction
- 4th- Removed from CPI program

The CPI member will lose their spot in the program if they have four no call, no shows. A notification letter with documentation will be mailed to the CPI member stating the removal from the CPI program due to no call, no show. Attendance and participation at all scheduled CPI events are necessary to obtain the full benefits of the CPI program.

Dress Code:
Appropriate dress is expected of all CPI members. All clothing must be hemmed. No ragged, ripped, torn, or stained clothing is acceptable. If a CPI member violates the dress code, five points will be deducted, and/or CPI member will not be able to participate in the current CPI program event.

- **Casual Dress:** Nice jeans, khaki pants, polo-type shirts, and blouses.
- **Business Casual:** Khaki pants, slacks, blouses, and button-up shirts.
- **Business Professional:** Slacks, button-up shirts, ties, dress shoes, dresses, skirts, and blouses.

Disciplinary Procedures:
CPI staff will exercise the use of verbal orders or will use only the amount of force necessary to mitigate an incident, protect themselves or other CPI members from harm. The disciplinary action will depend on the nature of the offense and the facts and circumstances in which the violation occurred. CPI staff will execute the final disciplinary action, which can include dismissal or suspension from the CPI program with a deduction of points.

Hotel Room Policy:
During CPI activities including overnight travel, CPI members must be considerate and respectful of all hotel guests. Unnecessary and loud noises, such as slamming doors, running in the hallways, and loud music, are strictly forbidden. CPI members will be assigned rooms and roommates that will not be rearranged.

- No boys in the girls' rooms or vice versa.
- CPI staff will give announcements and conduct a room check at the end of each day.
- Boys can be in boys' rooms and girls can be in girls' rooms before the room check is made by CPI staff.
    - The only hotel room you are allowed in after room check is your assigned room.
- CPI members are **NOT** allowed to leave the room after CPI staff has completed the room check except for emergencies or approval by CPI staff.
- Electronic devices (including cell phones, gaming systems, etc.) must be put away after the room check has been completed. You can use your cellphone to set an alarm clock.

Refer to the Electronic Devices (including cellphones, gaming systems, etc.) policy for additional info. If this policy is violated, the CPI member's parent/legal guardian will be contacted, and the consequences will be determined by CPI staff. The penalties could include **being sent home at their parent's/legal guardian's expense**, suspension from future CPI sessions, personal development courses, special events, and conferences.

Injury/Emergency:
All CPI staff are trained in emergency first aid. If a CPI member sustains an injury more severe than our skills allow, the CPI staff will take whatever steps are necessary to obtain emergency medical care including, but not limited to, the following:

- Attempt to contact a parent/legal guardian, using all numbers for persons provided on the enrollment form.
- If injury warrants, we will call an ambulance or paramedic and have the CPI member taken to the closest emergency facility in the company of a staff member.

Tobacco, Drug, and Alcohol Policy:
CPI is alcohol, drug, and tobacco-free. CPI members are expected to refrain from using cigarettes, vapor cigarettes, electronic cigarettes, and other forms of tobacco, drugs, or alcohol during CPI activities and events. If CPI staff have reasonable grounds to believe any CPI member is under the influence or possesses of such items, the CPI member's parent/legal guardian and/or local authorities will be called. Violation of this policy will not be tolerated and will result in immediate dismissal from the CPI program.

Sexual Harassment/Sexual Activity:
It is CPI policy to provide a program free from sexual harassment and sexual activity between CPI members. Unwelcome or inappropriate sexual advances, requests for sexual favors, and other inappropriate physical or verbal conversations or actions are prohibited from all CPI events, both during the CPI events and on transportation routes. If CPI staff have reasonable grounds to believe this policy has been violated, the CPI member's parent/legal guardian and/or local authorities will be called. Violation of this policy **will not be tolerated** and will result in immediate dismissal from the CPI program.

Search and Seizure:
Whenever CPI staff have reasonable suspicion that the CPI member has violated or is violating either the law or CPI rules, CPI staff may conduct a reasonable search with the CPI member present during the search.

Social Media:
CPI has zero tolerance towards inappropriate, vulgar pictures or posts on any social media site, such as Facebook, Twitter, Instagram, Snapchat, etc. Any picture or post deemed inappropriate by the CPI staff or youth services division will result in immediate dismissal from the CPI program. Any posts or pictures made under an alias or pseudonym will also result in immediate dismissal.

Anti-bullying:
Bullying will not be tolerated in CPI, bullying includes physical, verbal, social, and cyberbullying meant to cause physical and/or emotional harm to others. Electronically transmitted messages and hashtags intended to be negatively interpreted are also not acceptable. CPI has a zero-tolerance policy toward any type of harassment, intimidation, or bullying behavior. Bullying will not be tolerated and will result in immediate dismissal from the CPI program.

Personal or Electronic Devices (including cell phones, gaming systems, etc.):
CPI members are allowed to bring personal, electronic devices (i.e., cell phones) to all CPI-related events. Prohibited use include(s):

- Talking on a cell phone during the CPI event or disrupting others.
- Taking, distributing, or viewing pornographic, sexual, or inappropriate photographs or recordings of other people and/or self.

The CPI member's parent/legal guardian and/or local authorities will be called if the CPI member has used the electronic device for an unethical or illegal purpose. **CPI staff will temporarily confiscate an electronic personal device if used in violation of policy during a CPI event.** The Chickasaw Nation will not be responsible or liable for the theft, loss, data loss, damage, destruction, misuse, or vandalism of any CPI member's electronic device brought to any CPI event.

Discipline:
Appropriate behavior is expected of all CPI members including obeying the law and local school policies. A CPI member may be suspended from the CPI program if actions are determined by CPI staff to be necessary to protect the safety and security of persons or property or to avoid disruption of a CPI event. The disciplinary action will depend on the nature of the offense and the facts and circumstances in which the violation occurred. Three violations could lead to dismissal from the CPI program.

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"Creating Chickasaw Leaders"
Reference Form

This form, along with the CPI application can be hand-delivered or mailed to the Chickasaw Nation Youth Services Division building, 231 Seabrook Road, Ada, Oklahoma 74820, or emailed to: YouthLeadership@Chickasaw.net.

Name: _____
First Middle Last Suffix

School name: _____

TO THE APPLICANT: Please type/print your name and school in the spaces above and give this form to your school principal or counselor.

TO THE REFERENT: The applicant above will be considered for the CPI program. This program is designed to provide future leaders the opportunity to develop a sense of hope, pride, and responsibility for the future of the Chickasaw Nation. The CPI program will include seminars and travel experiences designed to increase knowledge, enhance skills, and learn more about Oklahoma and the tribal, state, and community leaders.
It is important for each applicant's principal or counselor to provide the CPI selection committee with an accurate assessment of the applicant using the form below. Thank you for taking the time to provide a candid response.
How long have you known the above applicant and in what capacity? _____

Please assess the applicant: 5-Excellent; 4-Good; 3-Satisfactory; 2-Poor; 1-Not Acceptable

___ A) LEADERSHIP INTEGRITY: the degree to which the applicant is recognized and respected by peers, teachers, and administration. Includes personal integrity, character, and reputation in both personal and school contacts.

___ B) NETWORKING/TEAMWORK EFFECTIVENESS: demonstrate success as a leader working with others to accomplish goals.

___ C) COMMUNICATION SKILLS: Includes writing, speaking, listening, and willingness to interact with individuals and groups.

___ D) GROWTH POTENTIAL: Open to broadening experiences and contacts, especially those of different cultures or viewpoints.

___ E) DEPENDABILITY/CONSISTENCY: Commitment to following through with tasks.

___ F) ASSESSMENT OF LEADERSHIP POTENTIAL: Desire for, and a commitment to, future involvement in leadership positions.

Grade point average (GPA) Verification:
I verify the applicant's GPA is currently _____. (A 2.0 minimum is required for all CPI members.)
I have reviewed the reference form and support the applicant's decision to apply for the CPI program.

_____ _____
Referent printed name Title

_____ _____
Referent signature Date

In addition to the above responses, please share any additional comments/information that may be helpful to the selection committee.

_____

_____

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