

Girls Incorporated[®]
of Owensboro-Daviess County

**girls
inc.[®]**

Strong, Smart & Bold



Parent / Member
Handbook



Girls Incorporated[®]
of Owensboro-Daviess County
P.O. Box 1626
Owensboro, KY 42302

Administrative Office
Rolling Heights Campus
(summer & after-school)
2130 G East 19th Street
Owensboro, KY. 42303
270-684-7833 (phone)
270-684-2238 (fax)

First Christian Campus
(after-school only)
700 J.R. Miller Blvd.
Owensboro, KY. 42303
270-231-0440 (phone)

O.C.T.C. Campus – Technical Building
(summer only)
4800 New Hartford Road
Owensboro, KY. 42303
270-231-0440 (phone)

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MISSION

To inspire girls to be
Strong, Smart and BoldSM



WE BELIEVE...

Girls' Bill of Rights

- Girls have the right to be themselves and to resist gender stereotypes.
- Girls have the right to express themselves with originality and enthusiasm.
- Girls have the right to take risks, to strive freely, and to take pride in success.
- Girls have the right to accept and appreciate their bodies.
- Girls have the right to have confidence in themselves and to be safe in the world.
- Girls have the right to prepare for interesting work and economic independence.

PURPOSE

Girls Incorporated exists to inspire girls to be strong, smart and bold. We provide a comprehensive and diversified daily program, without regard to race, religion or economic background that addresses the special needs of girls. Many of our programs are designed by local staff and others come from research done by our National Resource Center on Girls and Women in Indianapolis.

HISTORY

Girls Incorporated is a national youth organization dedicated to inspiring girls to be Strong, Smart and Bold. For over 140 years, Girls Incorporated has provided vital educational programs to millions of American girls. Girls Incorporated currently serves 350,000 young girls ages 6-18 at over 1,000 sites nationwide. We develop research based informal education programs that encourage girls to take risks and master physical, intellectual and emotional challenges

*Locally, Girls Incorporated has been in existence since 1969, receiving regional and national recognition for excellence in operations, and for development of outstanding programs designed to meet the needs and interests of girls.

Girls Incorporated Historical Overview:

- 1969 Girls Club of Owensboro founded in Rolling Heights Apartment
- 1980 Baltzer Hall built to house Girls Club in Rolling Heights
- 1990 Name changed from Girls Club to Girls Incorporated®
- 1999 Patti Rayburn Addition to Baltzer Hall
- 1999 Opened Settle Campus (2nd Site)
- 2004 Relocated Settle Campus to O.C.T.C. for summer program and to First Christian for after-school program

Did You Know...?

Girls Incorporated:

- has daily structured classes/activities that address the many needs of girls.
- 28 National programs offered by the National Resource Center
- has a professional staff, trained in CPR/First Aid and gender equity issues.
- is enriched by hundreds of volunteers annually.
- is open to girls ages 6-18 from all backgrounds in Owensboro-Daviess County and surrounding areas.
- provides van transportation for members from designated areas and for center activities and field trips.
- is a national and regional award-winner for outstanding overall achievement as well as innovative programming.

MEMBERSHIP

The registration/ membership fee entitles your daughter to:

1. A parent/daughter handbook
2. Access to educational, recreational, and preventative program activities on a daily basis.
3. Eligibility for special awards
4. Opportunities to win scholarships (local & national) (see Scholarship section)
5. Free transportation from designated pick-up sites
6. A morning snack*
7. An afternoon snack
8. A free lunch provided through the Federal Food Program.*
9. Lots of love, fun and attention from staff who care about girls – their special needs and their interests!

***These benefits are currently a part of the summer program only.**

ATTENDANCE

Attendance at Girls Incorporated is voluntary. Your daughter may attend all day every day or just once a week, (whatever you and she prefer.) Of course, the benefits of regular attendance are numerous, including winning prizes at the end of the programs for her participation and attendance. More importantly the staff gain knowledge of your daughter's dreams and needs, and of course, the knowledge your daughter gains from regular participation in the outstanding programs can be invaluable.

HOURS OF OPERATION

Girls Incorporated of Owensboro-Daviess County is open to all girls ages 6-18. The Rolling Heights Campus operates within the Owensboro City School Calendar and the First Christian Campus operates within the Daviess County School Calendar.

Our operating hours for the after-school program are 2:30 p.m. – 6:30p.m. during the summer, and during intercessions, our hours are 7:30a.m. – 5:30 p.m. The centers are also open at other times for special events. Program calendars are available at the beginning of each month. They outline activities within regular program hours and any 'outside' activities.

First Christian Campus

After-school Schedule
(County School Schedule)

2:00 p.m.	Center Opens
2:00 p.m.-4:00 p.m.	Homework, Snack & Free Time
4:15 p.m.-5:15 p.m.	Program Time
5:15 p.m.	Homework, Free Time & CleanUp
6:30 p.m.	Center Closes

Rolling Heights Campus

After-school Schedule
(City School Schedule)

2:00 p.m.	Center Opens
2:00 p.m.-4:00 p.m.	Homework & Free Time
4:00 p.m.-4:15 p.m.	Snack time
4:15 p.m.-5:15 p.m.	Program Time
5:15 p.m.	Homework, Free Time & CleanUp
5:30 p.m.	Van Runs Leave
6:30 p.m.	Center Closes

O.C.T.C. Campus

Summer Schedule
(County School Schedule)

7:30 a.m.	Center Opens
7:30 a.m.-9:00 a.m.	Free Time
9:00 a.m.-9:15 a.m.	Snack Time & Announcements
9:15 a.m.-10:15 a.m.	Program Time
10:15 a.m.-11:15 a.m.	Program Time
11:15-11:30 a.m.	Clean Up, prepare for lunch
11:30 a.m.-12:30 p.m.	Lunch
12:30 p.m.-2:00 p.m.	Free Time
2:00 p.m.-3:00 p.m.	Program Time
3:00 p.m.-3:15 p.m.	Snack Time
3:15 p.m.-4:15 p.m.	Program Time
4:15 p.m.-5:30 p.m.	Free Time & Clean Up
5:30 p.m.	Center Closes

Rolling Heights Campus

Summer Schedule
(City School Schedule)

7:30 a.m.	Center Opens
7:30 a.m.-9:00 a.m.	Free Time
8:00 a.m.	Van Runs Leave
9:00 a.m.:9:15	Snack Time & Announcements
9:15 a.m.-10:15 a.m.	Program Time
10:15 a.m.-11:15 a.m.	Program Time
11:15 a.m.-11:30 a.m.	Clean Up, prepare for lunch
11:30 a.m.-12:30 p.m.	Lunch
12:30 p.m.-2:00 p.m.	Free Time
2:00 p.m.-3:00 p.m.	Program Time
3:00 p.m.-3:15 p.m.	Snack Time
3:15 p.m.-4:15 p.m.	Program Time
4:30 p.m.	Van Runs Leave
4:30 p.m.-5:30 p.m.	Free Time & Clean Up
5:30 p.m.	Center Closes



SCHOOL IN-SERVICE

Generally when the schools have in-service, intercessions or vacations, we are open 7:30 a.m. – 5:30 p.m. Van runs from Rolling Heights Campus leave one hour earlier on these days.

CLOSINGS/CANCELLATIONS

Holidays (closing) observed at the centers are...

New Year's Eve and New Year's Day, Christmas Eve, Christmas Day, and December 26, Independence Day, Memorial Day, Labor Day, Thanksgiving Day and the day following Thanksgiving.

Holidays that fall on a Saturday are normally observed on the preceding Friday. Holidays that fall on a Sunday are normally observed on the following Monday. The centers are also closed a week in June before the summer program and in August before the fall/winter program, for staff training and orientation.

We pride ourselves in the quality programming in which your daughter can participate -- however, quality programming does require planning. Thank you for being understanding. Throughout the year there may also be additional training opportunities for program and staff development; some of those training conferences require us to be closed.

The centers ordinarily will close with their corresponding schools due to inclement weather and/or large numbers of reported student illnesses. If schools are closing early due to impending bad weather, please make an effort to pick your daughter up from school. Girls Incorporated will still make a van run, but only in absolute emergency situations. Please listen to the radio for announcements about closings/cancellations.

If fieldtrips are planned and a severe weather warning is out, the staff will cancel the field trip for that day.

There may also be other unplanned closings for various reasons. You will be notified with as much advance notice as possible.

TUTORING

After school tutoring can be provided by program staff and volunteers during free time for girls who need/want it. A library is available on site for quiet study or to do assignments with or without help.

ARRIVAL & DEPARTURE PROCEDURES

We do ask that members sign in their names and their time of arrival. Parents/Guardians listed on the card are asked to sign the member out. If someone other than those pre-authorized to pick the member up comes to the center – we will not be able to let them leave. Please make arrangements beforehand in writing. Please be sure to list all people which may pick her up on her membership card, as well as special instructions for persons specifically not allowed to pick them up. Custody issues should be discussed and put in writing for staff. Copies of Emergency Protective Orders and other legal papers pertaining to your daughter must be made available for staff in the office. We thank you in advance for being understanding when we do not allow someone not listed on her card to pick the member up. Please do not drop off before actual opening time – staff are not available to supervise. Parents are required to pick up their children before closing time. Parents of girls who ride the van home must be home at the drop off time or your daughter will be returned to the center and you will be called to pick her up.

VAN RUNS

Van Runs are provided to members at no cost. We do ask that members are at the designated pick-up locations at the appropriate times. Second trips to schools or van stops are usually not permitted due to time restraints. Note that several of the schools are picked up by the YMCA through a transportation partnership.

The following is a current list of all the schools from which Girls Incorporated provides transportation:

Rolling Heights Campus

Estes Elementary
Owensboro 5-6 Center
Owensboro Middle School
Cravens Elementary
Newton Parrish Elementary*
Foust Elementary
Sutton Elementary

First Christian Campus

Burns Elementary*
Burns Middle School
Catholic 4-6 Center*
College View Middle
Country Heights Elementary
Tamarack Elementary*
Daviess Country Middle
Catholic K-3 Center
Catholic Middle School
Deer Park Elementary*
Eastview Elementary
Highland Elementary*
Sorgho Elementary*
Meadowlands Elementary
Southern Oaks Elementary
Audubon Elementary*

*** transportation provided through partnership with Owensboro Family YMCA.**

AGENCY FINANCES

Girls Incorporated is a non-profit agency. We receive the majority of our funding from the United Way. Please support the United Way when possible. We also rely heavily upon direct community support and involvement. Proceeds from the Golf Scramble, Reverse Raffle, Athena Awards and Annual Campaign, as well as support from generous individuals and businesses, keep Girls Incorporated serving girls at such a low cost to you. We also rely upon in-kind donations to cut costs. If you are aware of resources or people who may be able to help out, please put them in touch with our staff.

SPECIAL ACTIVITIES FEES

Costs incurred by the agency for girls participating in special field trips, crafts, camps, etc. will be assessed to each member. These fees must be paid prior to participation in the activity.

Ex. Known fee: \$2.00 – Each trip to Combest Pool

'Scholarships' for field trips are available on a limited basis for members who have difficulty paying the fees.

Please note that members are not required to participate in activities that require an extra fee. Other program activities/opportunities are always available for those girls who choose not to participate in special activities requiring an additional fee.

VISITATION FEE

Girls may visit the centers a maximum of 3 times and pay \$2.00 a day on an after-school day and \$5.00 a day for a full day. The money paid as a guest fee will be applied towards the registration fee and dues after 3 days as a guest. (F.Y.I. - some parents invest in Girls Incorporated and the girls we serve by making contributions designated for program use and/or dues payments for those that cannot afford to pay. Please remember, all donations are tax deductible.) ☺

LATE FEES

Please make every effort to pick your daughter up on time. Some staff have other jobs and responsibilities, as well as this job and need to be able to leave the center at the designated time. We understand that there will be times that you may be running behind schedule, please call to alert staff. Each member is allowed one warning per year. Following the warning, a late fee will be assessed. We know that you understand that we have to charge a late fee of \$1.00 per minute. Multiple late arrivals can result in loss of Girls Incorporated privileges. All late fees are payable before your daughter may return. *If the parent/guardian and emergency contact is not able to be reached after a fifteen minute time period, the appropriate authorities will be contacted.*

COMPUTER LAB RULES

1. Girls must sign in / out to use the computer lab. While signed in, what happens on or to computer is their responsibility.
2. A staff member must be present when girls are using the computers.
3. No food, drink or gum is allowed in computer area.
4. Girls may be assigned a computer 'buddy'. – please share whenever possible.
5. Girls Incorporated asks that you report any computer problems immediately to the Campus Manager; do not attempt to fix.
6. Internet access is limited to staff supervision and availability.
7. CDs, games, MP 3 Players or I-PODS, etc. from home should not be brought to the center for use on the computers unless given permission from the Campus Manager for class time activities.
8. No Myspace, Facebook, other type of networking sites, chat rooms or email will be allowed unless it is approved by the Campus Manager.
9. NO programs may be installed on downloaded to any computers.
10. NO obscene, threatening or derogatory words, pictures or emails may be utilized or accessed while on the computers.
11. ALL staff & volunteers reserve the right to take away computer use privileges for inappropriate behavior.

LIBRARY RULES

1. The library may be used by girls during free time only to complete homework or to read.
2. Staff supervision is necessary when girls are occupying the library.
3. Reference materials are available to girls upon request.
4. Reading programs are conducted at various times throughout the year; this is the only time girls may check out books.
5. Girls are not to put books back on the shelves. A volunteer will take care of that.

VAN RULES/SAFETY

1. Seat belts must be properly worn by all staff and girls at all times.
2. Girls under age 7 and between 40 and 50 inches tall must ride in a booster seat, according to state law.
3. No girls under the age of 12 are allowed in the front seat.
4. No eating or drinking in the van.
5. No excessive noise allowed on the vans.
6. All hands should be inside the van at all times.
7. There is no standing when the van is in motion.
8. Girls are to exit the van only when it has come to a complete stop and the driver has stated it is okay to leave.
9. Van drivers have the right to refuse transportation and suspend any girl who is not following the instructions of the driver.
10. All center rules apply on the van as well.

GIRLS INCORPORATED® RULES

Girls Incorporated® Rules

Welcome!

**We are so glad to have you as part of the Girls Incorporated Family.
Our family rules are:**

1. Please check in when you arrive at the Center and sign out before leaving.
2. Refer to staff as Ms., Mrs. or Mr.
3. You are to behave in a manner that shows you respect yourself, other girls and the staff.
4. Please respect everyone and their belongings. There is no fighting, bad language, name calling, arguing with staff, or damaging of property allowed.
5. There is absolutely no hitting or threatening.
6. Please keep all Girls Incorporated property on the premises. Any toys that are broken while playing need to be reported to staff. (Please report if you see anything broken or dangerous lying around).
7. You need to wear your shoes at all times for your safety.
8. Food or drink is allowed at the Center during snack and lunch time only. (Water is available at all times).
9. Chewing gum is permitted as long as it's not found on floors, walls, furniture, etc.
10. You are to attend classes during class time or sit quietly in the game room until classes are over.
11. You are responsible for cleaning up after yourself and after class each every day.
12. There is no running in the Center (Exception: relays with staff supervision).
13. You are allowed in classrooms only when staff are present.
14. If you have a contagious diseases or condition, you may not attend the Center.
15. Girls in grades 5-12 may go in the Teen Room during free time and lunch time.
16. Please knock on the office door to receive permission to enter the office.
17. You must have permission to use the office phone. (It should be used only for brief emergency calls).
18. You may participate in parties, fieldtrips and/or special events only with a current membership card and when dues are paid in full or arrangements have been made. You will then be eligible for awards and special recognition.
19. Girls are expected to act in a Strong, Smart and Bold manner while at the Center, at home, at school, etc.
20. Personal cell phones are to be kept in purses and backpacks and only to be used with prior permission from a staff.
21. Computers are not to be used for any social networking (unless for programming). This means no face book, my space or anything else where it allows you to chat with others you do not know. There will be a notebook for appropriate websites members are allowed to visit.
22. Your personal belongings should be labeled with your name and kept in your backpacks, bags, etc.

THESE RULES ARE FOR THE BENEFIT OF EVERYONE

All girls are expected to abide by these rules if they choose to come to the Center.

Violation of these rules may result in work assignments, time outs, temporary or permanent suspensions or other disciplinary actions.

Remember, fighting / hitting will not be tolerated at all.

Medication is only allowed if in original container with written instructions.

These rules are for the benefit of everyone!

ALL girls are expected to abide by these rules if they choose to come to the Girls Incorporated.

Violation of these rules may result in work assignments, time-outs, temporary or permanent suspensions and other disciplinary actions.

Remember, fighting/hitting will not be tolerated at all.

PROBLEM BEHAVIOR

It is our policy to use a time-out as a primary measure of discipline. We will not ever strike the girls or subject them to harsh, loud or profane language. (We also ask that you do not use that type of language or any physical punishment while on the premises.) Agency staff will notify you in writing or with a phone call as to behavioral problems and try to work with you in reaching positive results. If problem behaviors continue beyond a time-out, girls may receive special work assignments or be suspended for a period of time deemed necessary. Repeated episodes may result in long-term expulsion. Girls read and sign a set of rules before becoming an “official member”, so they are aware of expectations and consequences. Parents are also asked to read and become familiar with the rules.

We reserve the right as a staff to determine whether we are equipped to handle some of the “special needs of girls”. We may also determine that our structured program environment may not conducive to your daughters’ well being. At that time we will ask that other arrangements be made for her after-school or summer care.

Parents are always encouraged to come by and talk to staff about any concerns they may have. Parents and girls are asked to remain respectful at all times & you can expect the same from the staff.

We do utilize a video surveillance system in all of the main programming rooms and the office as a safety measure and to help us view and better understand problem behavior.

MEALS / SNACKS

Snacks are provided to all members every day (Monday – Friday) during the afternoon program. The summer program hours include two snacks – one in the morning and one in late afternoon. Our centers participate in the Federal Food Free Lunch Program (June–August). The center is then open to anyone (male or female 18 and under). It is our policy to make every effort to provide a healthy snack.

If there are any health care concerns or allergies related to foods, please make staff aware of those in writing. Should any severe allergies exist, you must provide detailed care of medication necessary for counter-acting the allergy.

You may choose to provide your daughter with her own lunch/snack. Please do not send anything that must be heated/cooked. Refrigerators are available for storage if necessary.

For safety reasons, girls are asked not to bring candy to the center unless it is for a pre-arranged event and staff are fully aware of when it will be consumed.

ILLNESS

If your daughter has been running a fever or vomiting within the last 24 hours or has a contagious condition, we ask that you please keep her at home. Also, if your child did not attend or left school early due to illness, she should not attend the center that day.

If your daughter becomes ill during the Girls Incorporated program, she will be placed in a rest area until arrangements can be made for her to be taken home. You will be notified to pick up the child as soon as possible.

MEDICATION

If your daughter needs to take any medication, including over-the-counter medication, please bring the medication in original container along with a written description of the specific amounts and times she is to take the medication. Girls may not have any medication in their possession while participating in Girls Incorporated activities. All medication will be locked up in the office. We do maintain records of the dispensing of the medication.

Please make sure staff are aware of any medication your daughter takes whether it is administered by Girls Incorporated or not. In the event of an emergency, doctors will want to know all the medications in her system.

CHILD ABUSE REPORTING

The law requires that all suspected cases of child abuse be reported. If a parent, staff or girls suspects that anyone is acting inappropriately or is suspected of abuse, regardless of who the ‘offender’ could be, it must still be reported. Any inappropriate behavior or/and suspected child abuse needs to be reported to the Campus Manager or C.E.O. who will document the incident / concerns and follow up appropriately internally and with social services. Social service staff do sometimes make on-site visits to interview girls and staff.



SMOKING, ALCOHOL, AND DRUG USE

We do not allow smoking on the grounds by the staff, girls, parents or users of the facility. Alcohol and drug use is prohibited as well. Some of our programs address these very issues in an effort to prevent the abuse of any controlled substances and to promote good health. If for some reason we find/suspect that a parent may be under the influence of drugs or alcohol, we may refuse to let your daughter leave with you. A taxi may be called if no other arrangements can be made in these instances. Girls which violate rules by smoking, drinking, or drug use will be suspended from all activities.

Absolutely no medication should be brought to the centers by the girls. Parents may bring medication in the original container with written instructions about how and when to give the medication.

Girls should not be sent to the centers without the medications (prescribed by their doctors), necessary for them to cooperate and participate while they are at Girls Incorporated.

CLOTHING

Members should wear clothing that would be appropriate for school. Shorts & tank tops are acceptable as long as girls insure that they are 'properly covered'. Appropriate shoes for everyday activities would be tennis shoes. Members must wear shoes at all times, unless in a supervised activity.

LOST & FOUND

We DO NOT recommend that your daughter bring personal items to the center. We ARE NOT responsible for any lost or damaged items. Because of the risk of damage or loss, members will be required to keep personal belongings in their backpack. PLEASE mark all clothing and backpacks with the member's name.

Items left behind that are unmarked or unclaimed for a month will be donated to St. Vincent DePaul or the Salvation Army.

CELL PHONES

Girls may bring a cell phone to the center in their purse or backpack for emergency use. We ask that they do not receive or make phone calls or text messages during class, field trips, and on the premises unless it is an emergency. We will hold the phone until the end of the programming day if the phones are being used at inappropriate times.

MUSIC / VIDEOS

We will not show any form of any media that promotes the use of drugs, alcohol, or negativity toward girls and women. We do not have the staff (or time) to preview materials brought in from home. Concerns related to content, damage, and loss, require us to ask that all CDs, tapes, music, etc. be left at home. Radios on the vans are generally not played because of inability to control content. On long, out of town trips, girls may, with permission, bring CDs, I-Pods, etc., although we do not feel that it is necessary. Again, we thank you for being understanding.



VOLUN-TEEN PROGRAM

Teen members are provided with opportunities to enhance leadership potential and develop responsibility through the organization of and participation in special events, volunteer work and cooperative peer ventures. The TEEN ROOM or TEEN HOUSE is provided as an area within the center that is closed to all members except teens, giving them a place of their own away from younger girls in which they can use video equipment, read, study and socialize with their friends before and after our structured class time. Individual file folders are kept on the girls' participation in national programs and volunteer hours.

COMMUNITY SERVICE

Girls are encouraged to conduct community service projects within their classes and individual opportunities are provided throughout the year for girls to visit nursing homes, conduct community clean-ups, bake sales, car washes and sleepovers for charity, etc. Older girls may sign up for community service hours and conduct tutoring or assist a staff in classes with younger children to fulfill their club or school community service assignments.

PROGRAMMING GOALS

Monthly themes are decided by staff to help guide us in providing your daughters with multiple opportunities to learn the following:

- **Self Reliance & Life Skills:** To allow girls to conquer life's basic challenges in areas both traditional and non-traditional for women and be prepared to function independently today and in the future.
“I know that if my tire ever goes flat or my oil needs to be changed, I can do that myself.” ~ Kelsey, age 14
- **Careers & Life Planning:** To allow girls to pursue careers that will provide them with economic autonomy and help them integrate a rewarding career into their lives as women and as family members.
“In the ‘Magic Within’ program, we learned that you should start thinking about career goals now” ~ Lindsey, age 12
- **Health & Sexuality:** To allow girls to take charge of developing and maintaining fit, healthy bodies and function comfortably as responsible sexual beings.
“In the program ‘Hygiene & Me’, we learned and talked about ways to take care of our bodies – showers, deodorant, bras and other girl stuff” ~ Daresha, age 11
- **Leadership & Community Action:** To allow girls to exercise personal and collective power effectively and responsibly and analyze and contribute to positive change in the community, nation and world.
“The charity sleepover was great because we were able to help others in the community and have fun doing it.” ~ Aaliyah, age 7
- **Sports & Adventure:** To allow girls to compete and cooperate with confidence, learn to take physical risks, and master a range of physical skills.
“I love camp! I can’t believe how much fun I had fishing and I can’t wait to go again next year.” ~ Brittany, age 9
- **Culture & Heritage:** To allow girls to appreciate their own and others’ creative expression and recognize the contributions of women of history and culture.
“Learning about what women in other countries have to do makes me glad I live in America” ~ Caitlyn, age 9

NATIONAL IDENTITY PROGRAM – AND THEIR COMPONENTS

Girls Inc. Operation SMARTSM builds girls’ skills and interest in science, math, and technology. Hands-on activities give girls the opportunity to explore, ask questions and solve problems. Components of Operation SMART include: *Eureka!*, *Girls Dig It*, and *Career Action*

Girls Inc. Preventing Adolescent PregnancySM helps girls identify ways and reasons to avoid early pregnancy. The program fosters girls’ communication skills, provides basic health education, and encourages girls to plan for the future through four age-appropriate components: *Growing TogetherSM*, *Will Power/Won’t PowerSM*, *Taking Care of BusinessSM*, and *Health BridgeSM*.

Girls Inc. Media LiteracySM encourages girls to think critically about media messages and fosters their awareness of the scope and power of the media and its effects on girls and women. Girls gain media literacy skills that enhance their ability to critically examine and advocate for change in entertainment, news and advertising media.

Girls Inc. Project BoldSM strengthens girls’ abilities to lead safer lives. Girls develop strategies for self-defense (including physical techniques), for seeking out and talking with caring adults about personal violence, and for advocating on violence issues for girls and young women. Age-appropriate components include *KidAbility!TM* (Kid Jr.), *Action for SafetySM*, and *Taking Action*.

Girls Inc. Economic LiteracySM introduces girls as young as 6 to basic financial concepts, including money management and investment. The program explores how money affects us locally and globally as it fosters development of the skills need to be financially self-sufficient. *She’s on the Money*, *Dollars, Sense and Me*, *Equal Earners and Savvy Spenders*.

Girls Inc. Friendly PEERsuasionSM builds girls’ skills for resisting pressure to use of harmful substances such as alcohol, tobacco, household chemicals and other drugs. The two-part substance abuse prevention program teaches girls ages 11-14 healthy, easy ways to manage stress and confront peer, media and other pressures. The girls then assume roles as PEERsuaders for younger girls.

Girls Inc. Sporting ChanceSM builds movement and athletic skills,

cooperative and competitive spirit, health awareness, and interest in all sports as girls explore career opportunities related to sports and experience the benefits of health risk-taking. The program lays a foundation for a lifetime of sports participation through two age-appropriate programs: *Steppingstones*SM and *Bridges*SM.

Girls Inc. Discovery LeadershipSM partners girls and women in community action projects chosen by girls, building leadership skills and creating lasting change. This leadership development program for girls ages 9-11 celebrates the heritage of girls and women as leaders, and fosters girls' awareness of themselves as community resources and trustees of the common good.



Girls will take part in pre and post program surveys to gauge the knowledge and skills they have acquired as a result of our programming. They may also fill out other surveys from time to time. Survey results will never be individualized to where confidentiality of the girls or their answers would be compromised.

These surveys are compiled locally and through our national organization – all in an effort to make sure we provide quality programming with quality outcomes.

Individual file folders are kept on the girls' participation in National Programs and volunteer hours.

AWARDS SECTION

Girls Inc. Week Awards

- Certified Girls Inc. Member – Award given to everyone who participates in Girls Incorporated.
- Academic Excellence – Award given to members who show improvement in their academics.
- Extracurricular Award – Award given to members who participate in activities and sports outside of Girls Inc.
- Attendance Award – Award given to members who attend four or more times on a weekly basis.

All of these awards are tracked using weekly reports, attendance pages, member information sheets, and report cards. This information is kept by the campus managers in personal files. We ask that you allow your daughter to provide use with as much information as possible to make sure that she receives all of the awards she is eligible to receive.

Girl of the Month / Year

The Girl of the Month Awards are given out at the beginning of the month for the previous month. The Girl of the Year Award, our most prestigious award, is given out at the Annual Awards ceremony during Girls Incorporated week and passed out by a Kiwanis president or representative. Some expectations of girls to be considered for this prestigious award...

- Follows Girls Incorporated Rules and Regulations
- Has demonstrated knowledge and understanding of program goals
- Does well in school or shows real improvement in school work
- Shows initiative
- Serves as a positive role model for others
- Has excelled in school activities for that month
- Demonstrates leadership
- Helps and shows respect for others
- Shows improvement with a difficult problem or issue, if applicable
- Works to overcome a hardship in her personal life, if applicable
- Demonstrates that she is on her way to becoming strong, smart and bold

Clara Oldham Memorial Award

Owensboro American Association of University Women and Girls Incorporated® will honor a young woman annually who is an emerging leader, promotes equity and justice, and is an advocate for herself and the Girls' Bill of Rights.

The C.E.O. of Girls Incorporated® will appoint a committee of 3-5 Girls Incorporated® staff and AAUW members to choose the recipient who will be recognized during Girls Inc. Week each spring. The recipient will receive a small plaque to keep as a token of this honor and their name will be added to a plaque with Clara Oldham's picture on it that will be displayed at Girls Incorporated®.

SCHOLARSHIPS

The Athena Encircle Scholarship

The Athena Encircle Scholarship was created by the previous Athena Recipients in 2008 as a way to celebrate 10 years of the Athena Awards in Owensboro. The purpose of the scholarship is to inspire outstanding young women to pursue secondary education with hopes of giving them a broad range of career opportunities. The \$1000 scholarship is given annually to a deserving former member or an aspiring young women who is attending a technical school, college, or continuing her education.

Yeager/Jarboe Scholarship

A college scholarship made possible through the Lester Yeager Charitable Foundation and Barbara Omar, one of the agency's first directors. The scholarships are given out to Girls Incorporated members continuing their education beyond high school. ("Non-traditional students are eligible as well.)

National Girls Incorporated Scholarships

The purpose of the *Lucile Miller Wright Scholarship Program* is to make post-secondary education more accessible to young women by offsetting some costs. The program is funded through a generous bequest from Lucile Miller Wright, a visionary and long-time supporter of Girls Incorporated. Applicant must have been a member for **a minimum of two years**. If membership is not within the past two years, applicant must have been a volunteer/employee within the past two years of application date. \$2,500 and \$10,000 are awarded annually to junior and senior girls.

F.Y.I.

- *We encourage parental involvement. Please make plans to participate or volunteer. Just talk to the Campus Managers to make arrangements.*
- *We respect and value your comments regarding the agency staff, programs, etc. (good & bad). Parents and member surveys are distributed twice a year, thank you for filling your survey out promptly!*
- *We welcome you to visit the centers anytime 😊*

*Thank You ~
Tish Correa-Osborne
C.E.O.*

Please sign and return the portion below. Thank you.

I have read & understand the Parent / Member Handbook.

Printed Name: _____

Signature: _____

Parent / Guardian of : _____

Date: _____