



Cass County Youth Commission

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Date: April 1, 2016

To: Public and Private School Principals in Cass County

RE: Student Appointments to Cass County Youth Commission 2016-2017

FR: Charlotte Sandvik, County Treasurer

We are pleased to announce that we will be taking applications for the 2016-2017 Cass County Youth Commission. This program provides a great opportunity for youth to learn more about county government and to develop leadership skills. We hope your students are reporting good things about their involvement in the program. We are always interested in knowing how to improve the program or about meeting your school's needs as we carry it out.

We are asking each school to select two youth to serve on the youth commission. Criteria for the selection, an application form and specifics of the program are enclosed with this mailing. We've made **April 29, 2016** as the deadline for applications in each school. We'd like each school to review the applications and select two participants. Once you've made your selection, submit their completed applications to us before **May 6, 2016**.

With this letter you are also receiving a packet of materials that includes:

- the structure for the program and guidelines for implementation,
- a sample school announcement/newsletter article,
- posters for you to use to publicize the program,
- application form

We look forward to each Cass County public and private high school continuing to participate. Please direct any questions you have to the following email address Sandvikc@casscountynd.gov. Thanks in advance for your support and school's involvement in this project.

All applications should be returned by **May 6th** to:

Charlotte Sandvik, Treasurer
Cass County Courthouse
PO Box 2806
Fargo, ND 58108-2806