



Mission and Goals

The purpose of the Teen Advisory Group (T.A.G.) is to advise the Town of Castle Rock Parks and Recreation Department on issues in the community as they relate to youth; to make recommendations to the Parks and Recreation Department and Commission on programs to improve the quality of life for Teens in the Town; and to research and develop these programs.

GOALS:

- 1. To become a unified group which acts as a voice for the Teens in the Castle Rock Community, in order to communicate more efficiently with Town and School officials.*
- 2. To develop, organize, plan and participate in, a minimum of four (4) community service and outreach programs/projects (one per quarter) for the Town's Parks and Recreation Department.*
- 3. To provide events and programs for Castle Rock youth to participate in, therefore increasing the attendance in Youth Programming.*
- 4. To research and develop new marketing strategies to make programs more appealing to Youth.*
- 5. To recruit more teens to become involved in Town and Recreation Center events.*

Powers and Duties

The Teen Advisory Group shall be advisory to the Town's Parks and Recreation Department with respect to the following powers and duties:

- To assist the Parks and Recreation Department in the planning, preparation and organization of youth and teen information for the Town's Recreation Guide, Teen Night, Teen All-Night Frenzy, and other special events and activities;*
- To develop, organize, plan and participate in community service and outreach programs for the Town's Parks and Recreation Department;*
- To assist in developing specific marketing plans and ideas to increase participation in youth and teen programs at the Recreation Center and through the Parks and Recreation Department.*

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- *To report to the Parks and Recreation Commission on at least an annual basis of their activities and programs.*

Membership and Terms

- *The Teen Advisory Group shall consist of at least 8 members but no more than 12 members. Members shall be persons enrolled in grades six through twelve during their term. Members of T.A.G. will be selected and appointed by the Director of Parks and Recreation, and shall live within the Town limits while serving on the Committee. All members of the Teen Advisory Group shall serve without salary, but may be entitled to reasonable reimbursement expenses when necessary.*
- *Members of the Teen Advisory Group shall serve one-year terms. Regular terms shall begin May 31 of the appointed year. No person shall serve more than three consecutive terms.*

Staff Liaison(s)

A member of the Parks and Recreation Department Staff shall be present at each meeting and shall be an advisory member of the Teen Advisory Group. The Staff Liaison(s) shall have the right to participate in all meetings of the Group, with the exception that they shall only have the right to vote in the event of a tie. The Staff Liaison shall provide guidance and direction as well as interpretation of the Town of Castle Rock goals and objectives. The Staff Liaison shall be responsible for the management of any budget appropriate to the Teen Advisory Group by Council.

Meetings

An organizational meeting will be held in May of each year, at which time the members will determine the time and dates of regular meetings. There is to be a minimum of 12 regular meetings per year. Meetings of the Teen Advisory Group shall be presided over by the Staff Liaison(s). T.A.G. members will take minutes, on a rotating basis, and shall distribute the minutes at the following meeting.

Committees

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The Teen Advisory Group may identify the need for committees on given topics or projects. T.A.G. has the ability to create and hold such committee meetings.

Quorum

A quorum shall exist of the total number of people appointed to the Teen Advisory Group during a given year. A simple majority (50% plus one) must be present for any business to be voted on by T.A.G.

Attendance

Any member of the Teen Advisory Group may be removed from the group if three (3) consecutive or 25% of meetings are missed unless the Staff Liaison(s) excuses such absences. All known absences must be requested a minimum of two days prior to the meeting to the Staff Liaison. In addition, T.A.G. members must be punctual when attending meetings. Members that are tardy for three (3) consecutive meetings shall receive a formal reprimand and may be excused from the group, unless such tardiness is excused by a parent/guardian and/or the Staff Liaison(s).

Removal

Members shall serve at the pleasure of the Director of Parks and Recreation, and may be removed by the Director at any time for any reason.

Vacancies

In the event a vacancy occurs on the Teen Advisory Group for any reason, the Director of Parks and Recreation shall fill the vacancy for the remaining unexpired term. Vacancies shall also occur when any member is no longer eligible for any reason, including but not limited to, the residency requirement and enrollment in school requirement.

Amendments to Bylaws

The Group may amend the Teen Advisory Group Bylaws as deemed appropriate by the T.A.G. members after consultation with the Youth Specialist and after a majority vote. Bylaws are subject to change and review by the Parks and Recreation Director.