

# Build a School

## CHANGE LIVES

In partnership with AASA, NAESP Foundation, and NASSP

**2012 LIFETOUCH MEMORY MISSION®**

Constanza, Dominican Republic | Association Volunteer Information and Application

*Lifetouch*<sup>®</sup>  
GIVES BACK



This year, more than 40 volunteers will depart for a Lifetouch Memory Mission® to the Dominican Republic. The volunteers will work alongside Dominican nationals on a variety of projects, including block and concrete work and stucco and paint finishing for school classrooms in the small, mountainous farming community of Constanza. Participants will also have an opportunity to visit with community members to learn more about them — their lives, families, traditions — and the Dominican culture.

Since its inception in 2000, Lifetouch employees have traveled to destinations around the world to spend a week in intensive volunteer service. Lifetouch hands have helped rebuild a village in war-ravaged Kosovo, repair homes in Appalachia, establish a children’s center in Jamaica, and construct a bridge in the land of the Navajo in Arizona. They have built ten schools across

Haiti and the Dominican Republic. Memory Mission volunteers have also provided on-site assistance to victims of natural disasters throughout the United States, including Hurricane Katrina in New Orleans, floods in the Dakotas, fires in California, and tornadoes across the Midwest.

Joining Lifetouch volunteers are superintendents and principals representing the American Association of School Administrators (AASA), the National Association of Secondary School Principals (NAESP), and the National Association of Elementary School Principals Foundation (NAESPF).

But Lifetouch brings more than muscle and hard work to each Memory Mission. It’s also about learning new things and developing relationships. “When we go to the Dominican Republic, our purpose is greater than a construction project,” says Jake Barker, senior executive vice president

at Lifetouch. “More than anything else, it is our mission to bring hope to the families we serve.”

“I had to leave the group,” reflects Keith Meyer, superintendent of schools in Helena, Montana, and volunteer on the 2011 Lifetouch Memory Mission. “I had to return to the bus to sit and collect my thoughts because I had never seen poverty like that. Was this a dream? How can this be real? But then I looked out the window of the bus and there was the school we had just built. It was like a light, it was like ‘BOOM.’ Once I saw that, I thought to myself there is hope.”

Ultimately, shares Susan Wright, assistant principal of Southampton Intermediate School in New York and 2011 mission volunteer, “I’m thankful to see things with a fresh eye, believing that things can change and we can make a difference. We can make a difference.”

# 2012 Lifetouch Memory Mission®

## Constanza, Dominican Republic

### December 4 - December 11

#### Selection of Volunteers

The American Association of School Administrators (AASA), the National Association of Elementary School Principals Foundation (NAESPF), and the National Association of Secondary School Principals (NASSP), in partnership with the Lifetouch companies (“Sponsors”), are sponsoring volunteers from each organization for a Lifetouch Memory Mission to the Dominican Republic, with the assistance of World Servants Inc., a Minneapolis nonprofit organization that offers short-term humanitarian trips in the United States and abroad. Visit [worldservants.org](http://worldservants.org) to learn more about this organization.

During this Memory Mission, volunteers will help to construct a school, help with needed chores, visit with community members, and provide a “Picture Day” for children and families.

#### Who

Open to all AASA, NAESP, and NASSP members and eligible Lifetouch employees in good standing as of the date of travel who are residents of the United States or Canada and who will be 21 years of age as of August 15, 2012. Participants of the 2011 Memory Mission are not eligible.

#### When

Memory Mission dates are Tuesday, December 4, 2012 through Tuesday, December 11, 2012.

#### Where

Constanza is an agricultural community in the mountains northwest of the capital, Santo Domingo.

#### Passport

A passport valid through May 11, 2013, is required for travel to Dominican Republic. Visit <http://travel.state.gov/passport> or <http://passportcanada.gc.ca> for information and fees. Obtaining a passport can be an involved process. Allow an appropriate length of time for this process. The volunteer must pay any fees for this service.

#### Cost

A component of the Memory Mission is fundraising for World Servants to provide building materials, supplies, travel, lodging, and meals. Participants are required to fundraise, with a contribution goal of \$2,800. See “Fundraising” on page 4.

#### Transportation, Meals, and Lodging

Volunteers will travel by coach air transportation from the nearest major city to Constanza, Dominican Republic. Communal meals will be provided. Participants will be housed within 15 minutes of project sites and may be required to share bedrooms. Men and women will be housed separately.

#### Apply

Submit completed applications to a Sponsor contact listed on page 5. Applications must be received no later than 5:00 pm Central Time on Wednesday, August 15, 2012. One application per person.

## Selection

On or about Friday, August 31, 2012, each sponsoring organization will hold a random drawing of the submitted applications for their volunteers and an equal number of alternates. If additional openings become available, they will be offered to alternates in the order drawn. Volunteers and alternates will be notified by telephone and/or e-mail by Friday, August 31, 2012. Number of volunteers: 10 from AASA, 10 from NAESP through its Foundation, 10 from NASSP, 11 from Lifetouch. The odds of being selected depend on the number of applications received from each organization.

## Important Information

### Fundraising

Each volunteer must fundraise to support World Servants and its programs, such as the Memory Mission. Volunteers acknowledge that World Servants will have complete control and administration over the donated funds. No gifts may be earmarked for a specific individual. Volunteers will comply with applicable laws regulating the solicitation of charitable contributions and will ensure all payments are made directly to World Servants. Contributions may be deductible under the Internal Revenue Code.

### Risk

World Servants has been conducting volunteer projects since 1986, with no serious accidents, illnesses, or incidents. Construction projects are conducted under the direction of a professional. However, travel to and living and working at a construction site involve risk. Submitting your name as a potential volunteer is acknowledgment that you accept the risks and will not hold the Sponsors responsible in the event of loss, injury, or death.

World Servants provides travel medical coverage for each volunteer in case of emergency. This is a *supplement to personal medical coverage, it is not a substitute for personal medical coverage*, and does not cover any costs incurred prior to leaving or upon returning to the United States or Canada. Volunteers may purchase supplemental coverage at their own expense.

Volunteers are responsible for being informed of and understanding the risks. Visit <http://travel.state.gov> for travel information, tips, and warnings.

Selected volunteers are required to sign and return liability and publicity releases and other required forms by September 21, 2012, acknowledging that risks of travel to and work in the Memory Mission location are understood and accepted.

### Health/Medical Requirements

Personal health care insurance is required and must be verified. World Servants requires a *tetanus immunization within the past 10 years*. No additional immunizations are required, however, volunteers may determine with their doctors if other immunizations or medicines are recommended.

### Drug, Alcohol, and Tobacco Use

The use of recreational drugs, alcohol, and tobacco is prohibited from the time volunteers arrive on December 4, 2012, until their return on December 11, 2012.

### Rules for Application

All applications must be complete and legible. Applications become the property of the Sponsors and will not be returned. The Sponsors are not responsible for late, lost, delayed, damaged, illegible, incomplete, or misdirected applications. Limit one application per person. Applications submitted in violation of the official rules will be void. Application forms are available from the Sponsor contact persons listed on page 5.

## Sponsor Contact Information

### American Association of School Administrators (AASA)

**Ellen Schoetzau**

*telephone* 703.875.0731 *fax* 703.841.1543 *eschoetzau@aasa.org*  
1615 Duke Street, Alexandria, Virginia 22314

### National Association of Elementary School Principals Foundation (NAESPF)

**Ann Henley**

*telephone* 703.684.3345 *fax* 703.549.5568 *ahenley@naesp.org*  
1615 Duke Street, Alexandria, Virginia 22314

### National Association of Secondary School Principals (NASSP)

**Bob Farrace**

*telephone* 703.860.0200 *fax* 703.476.5432 *farraceb@nassp.org*  
1904 Association Drive, Reston, Virginia 20191

### Lifetouch Companies

11000 Viking Drive, Eden Prairie, Minnesota 55344

**Lifetouch Inc./Lifetouch Services (LTI/LSI) – Jan Gohl**

*telephone* 952.826.4361 *fax* 952.826.4557 *jpgohl@lifetouch.com*

**Lifetouch Church Directories and Portraits (LCD) – Kirsten Van Hulzen**

*telephone* 952.826.4058 *fax* 952.826.4226 *kvanhulzen@lifetouch.com*

**Lifetouch National School Studios/Lifetouch Canada (LNSS) – Leslee Frank**

*telephone* 952.826.5405 *fax* 952.826.4373 *lfrank@lifetouch.com*

**Lifetouch Portrait Studios (LPS) – Cathy Simpson**

*telephone* 952.826.5213 *fax* 952.826.4355 *csimpson@lifetouch.com*

## Liability and Publicity

Volunteers selected will be required to sign valid liability/publicity releases. By accepting participation in the 2012 Lifetouch Memory Mission, the volunteer agrees that the Sponsors, their affiliates, officers, directors, employees, or agents, will have no liability for any injuries, losses, or damages related to the Memory Mission. Acceptance of the volunteer opportunity constitutes agreement by the volunteer that the Sponsors and other persons or entities authorized by the Sponsors may use, publish, and/or display the volunteers' names, addresses, likenesses, and testimonials in any media without limitation for any lawful purpose without further consideration.

This Memory Mission is organized by the Sponsors. Sponsors are not responsible for delays or inability to complete the Memory Mission due to strikes, acts of God, labor troubles, war, terrorism, delays of commercial carriers, restraints of public authority, political unrest, medical concerns, or for any other reason beyond its control. A list of volunteers selected may be obtained by sending a self-addressed, stamped, business-size envelope by January 1, 2013, to a Sponsor. Void in Puerto Rico and where prohibited. Taxes, if any, are the responsibility of the selected volunteers. No transfers or substitutions except at the discretion of a Sponsor for its respective organization. The Memory Mission may be canceled at any time or for any reason and no compensation or other consideration will be provided.

*Additional details will be provided to volunteers selected. Participants agree to comply with all applicable laws and requirements imposed by the Sponsors, even if they are not described in this document.*



**APPLICATION DEADLINE  
WEDNESDAY, AUGUST 15, 2012  
5:00 PM CENTRAL TIME**

Submit completed application  
to the attention of a Sponsor  
contact listed on page 5.

## Volunteer Application

### 2012 Lifetouch Memory Mission® Constanza, Dominican Republic

#### Entry

Complete this application and submit to the Sponsor contact listed on page 5. Applications must be received no later than 5:00 pm Central Time on Wednesday, August 15, 2012. The random drawing will take place on or about Friday, August 31, 2012. Selected volunteers and alternates whose names are drawn will be notified no later than Friday, August 31, 2012.

#### Application

I am submitting my name for the random drawing sponsored by AASA, NAESP Foundation, NASSP, and Lifetouch to volunteer for the 2012 Lifetouch Memory Mission to Constanza, Dominican Republic. I have read, understand, and agree to comply with the conditions of the Memory Mission as described in the 2012 Lifetouch Memory Mission Volunteer Information and Application, including the restrictions on drugs, alcohol, and tobacco. I agree to comply with all other requirements of the Sponsors and applicable laws. I acknowledge and accept the risks of traveling to and from, living, working, and volunteering in the Memory Mission location. If I am selected, I agree to sign a valid Lifetouch Liability/Publicity Release and a World Servants Release of Liability. I also agree to complete a medical information form. I understand that I may request and review a copy of the liability/publicity releases by contacting the Sponsor contact listed on page 5.

Name of applicant \_\_\_\_\_

School/office \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_

E-mail \_\_\_\_\_

Telephone Work \_\_\_\_\_ Home \_\_\_\_\_ Mobile \_\_\_\_\_

Sponsoring organization  AASA  NAESPF  NASSP

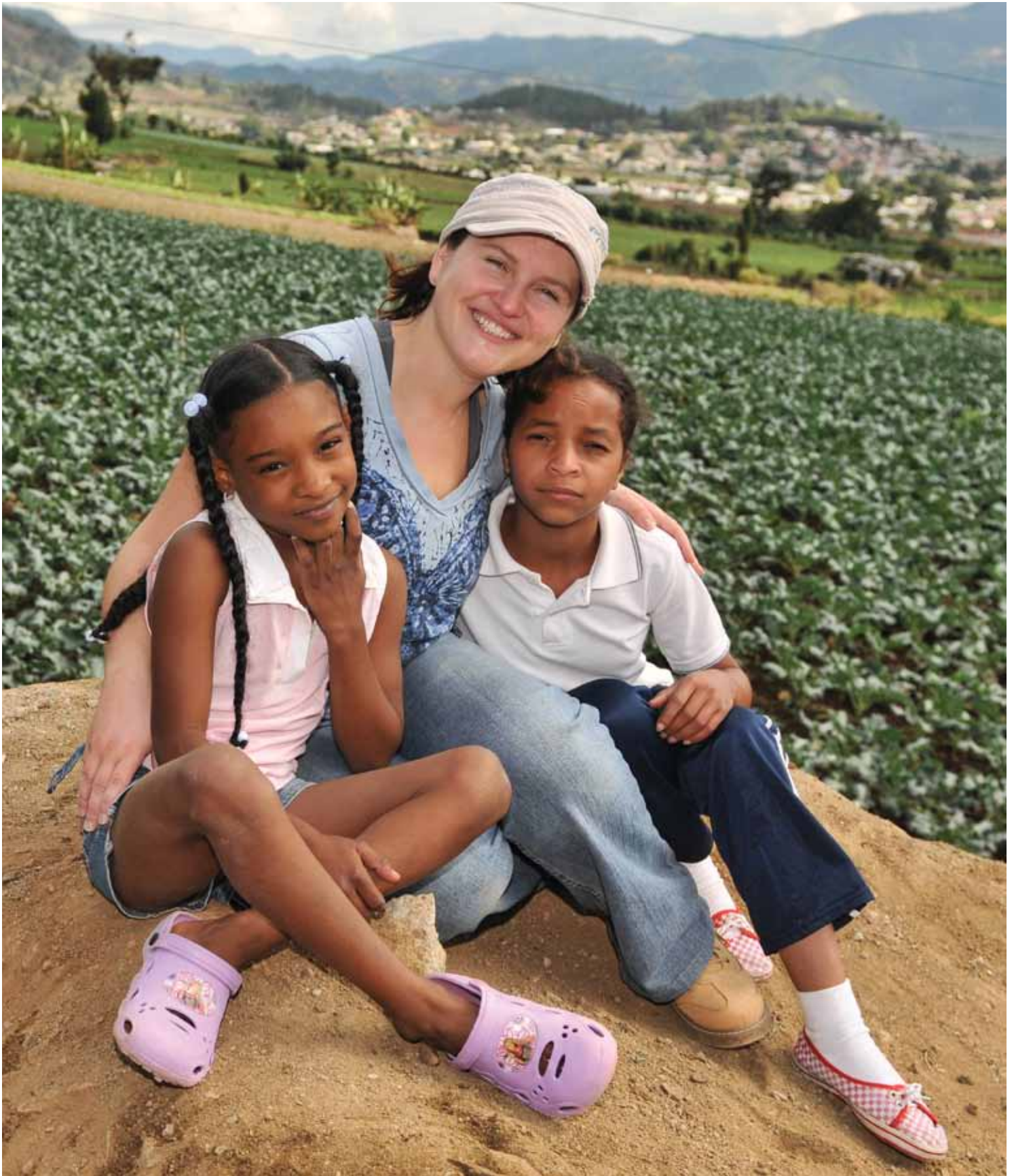
LTI/LSI  LCD  LNSS  LPS

Applicant signature \_\_\_\_\_

\_\_\_\_\_  
Date

Administration/manager signature (if required) \_\_\_\_\_

\_\_\_\_\_  
Date



*Lifetouch*<sup>®</sup>

11000 Viking Drive  
Eden Prairie, Minnesota 55344-7242

[lifetouch.com](http://lifetouch.com)