



# Top Ladies of Distinction, Inc. Top Teens of America

## Prince George's County Chapter



**“Serving Youth and Adults –  
On the Road to Make a Difference”**

P.O. Box 639  
Temple Hills, MD 20757

July 10, 2014

Lady Jacqueline Wilcher  
Chapter Organizer

Dear Parent or Guardian:

Lady Jacqueline Wilcher  
President

The Prince George's County Chapter of Top Teens of America (TTA) is accepting applications for the Top Teens of America Program and your child has been identified as an excellent candidate for membership. Teens receive the opportunity to participate in ideal community service activities that not only add value to college and job applications but also provide an opportunity for networking. Top Teens work with organizations such as the March of Dimes, NAACP and many others. Seniors, that have been members for at least two years, are eligible to compete for local, regional and national scholarships as well as other awards throughout the year. Teens receive mentors and learn important skills in the area of managing meetings, events planning, etiquette, leadership, conflict resolution, team building and much more.

Lady Shelly Henderson  
First Vice-President

Lady DeShanta Rhea  
Recording Secretary

Lady Tondria Bond  
Corresponding Secretary

Lady ShaDowna Jones  
Treasurer

Top Teens of America is a program of Top Ladies of Distinction Inc. (TLOD), a nonprofit organization that was founded in 1964 to sponsor a youth organization after the integration of schools. Today, Top Teens of America provides all teens, regardless of their ethnic or socio-economic status, the opportunity to receive extra-curricular support, career and character development training, along with key community volunteer opportunities. Top Teens are the number one thrust and priority of TLOD.

Lady Solita Dallas  
Financial Secretary

Lady Alisa Boykins  
Top Teens Advisor

Lady Gloria Barksdale  
Chaplain

Membership in Top Teens of America requires a commitment from both the parents, guardians and teen members to participate in as many activities as possible and attend the monthly meetings. Attendance to the State, Regional and National Conferences is strongly encouraged. The first year membership fee for the teen is \$125.00 to include TTA National and Chapter Induction Fees, TTA

Lady Gwendolyn Walton  
Sergeant-at-Arms

Lady Dennine Powe  
Historian

Pin, and TTA Governance Documents, TA polo shirt and other incidentals. The recurring annual membership fee is approximately \$75.00 per year to include National and Chapter Fees. The attached application, two wallet size photos of the teen, and a \$125.00 cashier's check or money order payable to PGCC TLOD must be received by **August 1, 2014**. Please mail four (4) copies of the application package to the above address.

Lady Jacqueline Jiles  
Parliamentarian

Lady Tracey Jackson  
Chief Information Officer

The Top Teens of America Induction Ceremony will be held in **September 13, 2014** (Location and exact date to be Announced). The attire for Top Teen young ladies, for the Induction Ceremony is a white dress or white suit (no pants), flesh tone panty hose and white shoes. No bare legs. The attire for Top Teen young men is a dark suit, white shirt, dark tie, dark socks and dark shoes. Teens that are inappropriately dressed will not be allowed to participate in the Induction Ceremony. **NO EXCEPTIONS.** Parents, Grandparents, Relatives, God Parents, Guardians, Teachers, Neighbors, and Friends may attend the Induction Ceremony. More information regarding the Induction Ceremony to include teen arrival time will be provided at a later date.

### Thrust Committee Chairs

Lady Gale Davis  
Community Beautification

Lady Darlene Boykins  
Community Partnership

Lady Sameria Lett  
Senior Citizens

Lady Ophelia Anderson  
Status of Women

As you know, parents, schools and community organizations must work together to make sure that our young people have every educational advantage. Organizations like Top Teens of America are essential partners in helping to provide those extra-curricular opportunities that are no longer "extra" but required for students to compete in today's society. Please take advantage of this valuable opportunity and congratulations on your teen being identified as a potential member in Top Teens of America! Lady Katina Robinson-Wright at [krubin5965@aol.com](mailto:krubin5965@aol.com) or 703-298-1752 and Lady Sheila Ball at [sheballin@msn.com](mailto:sheballin@msn.com) or 240-355-7094 are a contacts for additional information.

Yours in Service and Unity,

*Lady Katina Robinson-Wright*

Top Teens of America Advisor  
Prince George's County Chapter  
Top Ladies of Distinction, Inc.



TTA 2060

**Top Teens of America™**  
**National Membership Application**  
**Personal Data Form**

Induction Date: \_\_\_\_\_

**Return all copies to the  
National TTA Director for distribution**

Name \_\_\_\_\_ Chapter Prince George's County

Age \_\_\_\_\_ Birth Date \_\_\_\_\_

Phone ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_ E-mail \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip

School \_\_\_\_\_ Current Grade level \_\_\_\_\_

Parent(s)/Guardian \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip

Hobbies \_\_\_\_\_

Community and Church Activities \_\_\_\_\_

School Activities \_\_\_\_\_

Recommended by: Lady \_\_\_\_\_

Top Teen \_\_\_\_\_ Top Teen \_\_\_\_\_

Signatures: \_\_\_\_\_  
Candidate Chapter TTA President

\_\_\_\_\_ Chapter TTA Advisor

\_\_\_\_\_ TLOD Chapter President

**National Use Only:** Date Received \_\_\_\_\_ Induction Date \_\_\_\_\_  
Distribute copies of Form TTA 2060 to Area TTA Advisor and Chapter TTA Advisor



*Top Teens of America*™

**Parent Permission Form**

*Copy Must Travel Top Teen Member*

Chapter Prince Georges County City/State Temple Hills, MD Area II

This is to certify that my son/daughter, \_\_\_\_\_  
has my permission to attend the Top Teens of America activities for the **July 1, 2014 – June 30, 2014** year. It is my understanding that these trips/activities, which are taken under the auspices of the Top Ladies of Distinction, Inc. will be supervised by competent members who will travel with the group.

However, I hereby release the Top Ladies of Distinction, Inc. and Top Teens of America, from liability and waive any and all claims against the organizations, individually and collectively, for injuries, which might be incurred on any trip/travel to and from or after reaching the destination.

\_\_\_\_\_  
Signature of Parent/Guardian      Date      Signature of Chapter TTA Advisor      Date

\_\_\_\_\_  
Parent/Guardian Telephone Number      Signature of TLOD Chapter President      Date



# TOP TEENS OF AMERICA <sup>TM</sup>

## Code of Ethics

Chapter Prince George's County Area II

1. All Top Teens are expected to be present at all meetings and activities. If a Teen is not going to be present, the Advisor must be notified at once as to where the Teen will be and the reason for not being present.
2. All curfews must be followed. All Top Teens must be settled in their room by 12:00 midnight (MANDATORY). There will be absolutely no visitation in rooms after this hour. The National Top Teens Director will determine any extensions of this hour.
3. Top Teens are not to leave the convention site under any circumstances without the permission of and direction from their Top Teens Advisor. Any Teen doing so, without permission, will be disciplined. All TLOD members (mother, aunt and/or grandmother) must respect directive of TTA Advisor when TTA members leave home under the auspices of TLOD members.
4. **There shall be no co-ed visitations in the hotel sleeping accommodations rooms. No Exceptions.** Any co-ed visitation will be considered a breach of the Code of Ethics and will be handled accordingly.
5. Alcoholic beverages, marijuana, any illegal stimulants or depressants are not permitted at any conference, convention, function or activity of Top Teens of America. Any Teen found with any of these substances will be disciplined. Parents and the proper authorities shall be notified of any Teen's involvement in any illegal activities and shall be sent home at the parent's expense.
6. Top Teens shall conduct themselves in a manner that will be a credit to the organization: good manners, proper attire and avoid unnecessary boisterousness. Top Teens should never be guilty of being loud. Therefore, always keep in mind that Top Teens should act like young ladies and young men.
7. Dress for the occasion: Dressy/business attire for all meetings; dressier attire as required for the occasion; hemlines should be no more than two (2) inches above the knees at anytime. There shall be no bare ankles or short shorts for special activities where pants can be worn.
8. Do not run in the halls or gather in unassigned areas. Top Teens are guests of the convention site, therefore, we must respect the hotel's property.
9. Top Teens shall abide by the convention site rules and regulations.
10. **A National Top Teens Review Board Level shall be appointed to review cases of Teens breaking the Code of Ethics.**
  - a. The Review Board shall be composed of seven (7) Top Teens of America members, (National TTA President, one Teen from each Area, three (3) TTA Advisors from the National Advisory Council and the National TTA Director). The National TTA President shall preside. Should

the original grievance be against the National TTA President, the national officer on the Review Board shall be the National TTA First Vice President.

**b. The decision of the Board is final upon Consultation with the National President of Top Ladies of Distinction, Inc.**

**Penalties for infractions shall be as follows :**

- (1.) Chapter becomes ineligible to compete for awards.
- (2.) Chapter shall forfeit any awards received.
- (3.) Fines shall be imposed upon the Teen(s) and their Chapter(s), not to exceed \$25.00 per infraction; and/or
- (4.) Community service time (documented by the Chapter TTA Advisor).
- (5.) Monies collected from fines shall be designed for scholarship(s) to be awarded from the National TLOD body.

Please refer to **Article III Membership, section 5** states, “A member may be fined and/or suspended from Top Teens of America for breach of the Code of Ethics by the Review Board. Additionally, **Article III Membership, section 6** states, “Membership in Top Teens of America may be terminated at the request of the membership, after being brought before the Review Board for violation of the Code of Ethics.”

- 11. Safety rules must be followed at all times. Swimming is prohibited.
- 12. Inappropriate physical contact (i.e. groping, touching, fondling, bumping and grinding; and any other conduct and behavior that is not considered appropriate in front of your mother is prohibited). Likewise; there is zero-tolerance for fighting. Violators will be subjected to established consequences.
- 13. Top Teens must follow all local, state and federal laws without question.
- 14. Profane, swearing and any abusive language is prohibited.
- 15. Personal music is permitted for the listener only. It is not for others to hear. Earphones must accompany CD Players. Therefore; Teens are not to bring boom boxes or mini-stereos to a conference site.
- 16. Photographs cannot be publicly displayed, video-taped, or electronically down loaded or other wise captured without the written consent of the legal guardian of the Top Teen. (I.e. Teens are prohibited from taking inappropriate photos of other Top Teens with cell phones and down loading them on the computer.

**My signature indicates that I have read, understood and will comply with the established Code of Ethics. Failure to do so will result in National, Area & Chapter imposed sanctions; parents being contacted and or notified and or Teen being sent home from conference site or planned activity at their parents’ expense.**

\_\_\_\_\_  
Signature – Top Teens Member      \_\_\_\_\_ Date      \_\_\_\_\_ Parent/Guardian Signature -Telephone # Date

**Reviewed Code of Ethics with Teen and Parent/Guardian present:**

\_\_\_\_\_  
Signature – Chapter TTA Advisor      \_\_\_\_\_ Date      \_\_\_\_\_ Signature – TLOD Chapter President Date