



April 15, 2023

Dear ALA Missouri Girls State Citizen and Parent or Guardian:

Congratulations on your selection as a citizen to the 2023 session of the American Legion Auxiliary (ALA) Missouri Girls State (MGS). The session will be held at Lindenwood University in St. Charles, MO from June 24-July 1, 2023.

The Girls State program has been designed by, and sponsored by, the American Legion Auxiliary (ALA) since 1940. It is a unique learning experience for approximately 700 young women who have completed their junior year of high school. Citizens have been selected by the American Legion Auxiliary and local high school educators. Citizens will learn about our democracy through hands-on experience. Citizens will be challenged to use initiative and imagination to create their ideal city, county, and state government. Constructing a representative government from scratch is not easy. You will be challenged to voice your opinion but seek compromise with your fellow citizens. Overcoming that challenge will be difficult, but that's what makes participation in ALA Missouri Girls State worthwhile. If you get involved in the week's activities, you will leave ALA Missouri Girls State a more powerful young woman than when you arrived. You will know that you have the capability to change your school, your city, your county, your state, your country, and even the world for the better. You will have new energy and passion for your future. We look forward to watching you undergo this transformation.

Citizens must remain at ALA MGS for the entire session which begins Saturday June 24th until the conclusion of the program on Saturday July 1st at approximately 10:00 am. Girls who leave ALA MGS before the last scheduled activity will not receive a certificate of completion for the program. This means she cannot add ALA MGS to college applications and will not be eligible to receive college credit from Lindenwood University because the required hours of attendance have not been met. Exceptions to this rule are considered due to emergencies and the ALA MGS Director reserves the right to grant such exceptions. Money will not be refunded to the sponsor or contributing organization if the citizen does not complete the entire program.

If you have questions please contact Linda Schaap, Dean of Admissions at (816) 358-4541 or by email (below). If a delegate is unable to attend they should contact Linda Schaap ASAP. This will allow the ALA MGS Committee to notify the local sponsors in order to allow an alternate to attend. Sending an email to your school counselor stating that you cannot attend doesn't notify the program. No refunds will be issued in these situations.

We look forward to meeting you and know that your stay at the American Legion Auxiliary Missouri Girls State will be an experience you will long remember!

American Legion Auxiliary Missouri Girls State Committee Members:

Macae Mickens, ALA MGS Director
director@missourigirlsstate.org

Tina Anderson
tina.anderson@missourigirlsstate.org

Shanna Jelinek
shanna.jelinek@missourigirlsstate.org

Patty Pink
patty.pink@missourigirlsstate.org

Whitney Nolan
whitney.nolan@missourigirlsstate.org

Kelsey Whitt
kelsey.whitt@missourigirlsstate.org

Linda Schaap
linda.schaap@missourigirlsstate.org

AMERICAN LEGION AUXILIARY



Summer 2023

Dear American Legion Auxiliary Girls State Citizen,

Congratulations on your selection to attend American Legion Auxiliary (ALA) Girls State. Attending ALA Girls State is an opportunity afforded to you because of your accomplishments at school and in your community. You are representing your school, hometown and community. You were selected because of your interest in government, leadership ability and character. You join more than one million women who have experienced ALA Girls State since 1937. Many are now leaders in their communities. ALA Girls State presents not only a learning experience, but a chance to meet other students with the same high expectations for their future.

The American Legion Auxiliary Girls State program is a fast-paced immersion into experiencing government. Since this is a once-in-a-lifetime opportunity, we encourage you to embrace this experience to learn and grow. Now is the time to participate, get involved, run for office, make friends, write a bill, help on someone's campaign, and step out of your comfort zone. You will gain so much from your efforts, and you will have so much more fun being involved. ALA Girls State has the possibility to open doors for scholarships and entrance into military academies and colleges across the country.

America's veterans, and those serving currently in the military, are our true heroes; the sacrifices they and their families have given continue to allow us to live free. The American Legion Auxiliary is an organization of volunteers. The American Legion Auxiliary is proud to be the sponsor of this outstanding program and excited to have you participate.

Your sponsoring American Legion Auxiliary Units have worked hard to send you to this prestigious program, and they will be excited to hear about your week. After your ALA Girls State session, please take the time to share your experiences with your family, friends and school, plus make a special point to thank the onsite volunteers and the American Legion Auxiliary Unit that sponsored your attendance.

Have a wonderful week! Remember to take pride in our country and its form of government and in yourself. Make the most of the week and embrace the opportunities. At the end of the week, we hope you will have lasting memories and valued friendships.

Congratulations & welcome to ALA Girls State!

A handwritten signature in black ink that reads "Vickie Koutz".

Vickie Koutz
National President
American Legion Auxiliary
2022-2023

A handwritten signature in black ink that reads "Donna Dillard".

Donna Dillard
National Chairman, Girls Nation
American Legion Auxiliary
2022-2023



Dear American Legion Auxiliary Missouri Girls State Citizen:

The American Legion Auxiliary, Department of Missouri is proud and excited to welcome all the citizens to Missouri Girls State 2023.

My name is Louise Welch and I am from Florissant, Missouri I have been honored to hold the position of Department of Missouri Auxiliary President since July 2022. I am looking forward to a fun, informative, and productive session at ALA Missouri Girls State. I am so excited to learn right beside you. We are excited that you are here and willing to participate in this valuable experience, especially starting our 81st session at Lindenwood University. The American Legion Auxiliary feels it is so especially important and relevant to teach our young women the workings of our government and to help develop the young leaders that will keep our Nation strong.

My project for ALA Missouri Girls State this year is to donate snack items to the St. Louis Lambert International USO. If you are willing, please bring at least one non-perishable snack item to donate to those in need. Suggested items are listed at the conclusion of this letter. We know that together we can make a big impact on the many servicemen, servicewomen, and veterans that utilize the USO service at Lambert International Airport.

I am looking forward to seeing you in June!

Sincerely,

Louise Welch

President, Department of Missouri

Suggested items to donate include Slim Jims/Beef Jerky, Chex Mix, Chips, Cheese-Itz, Protein Bars, Raisins, Nuts, Trail Mix, Muffins, Rice Krispie Treats, and Snack Cakes.

All items must be store bought and individually packaged.

Table of Contents

General Information.....	4
Orientation.....	4
Website & Social Media.....	5
First Aid.....	6
Medical Conditions.....	6
Dietary Restrictions or Preferences.....	6
Security.....	7
Emergency Numbers.....	7
Housing.....	7
Cell Phones.....	8
Mail.....	8
Session Completion.....	8
Talent Show and Soloists.....	9
Events for Families and Guests.....	9
Transportation.....	9
Schools of Instruction.....	10
College Credit.....	10
How much money will you need?.....	11
Dress Code.....	13
Arrival at Missouri Girls State.....	15
What Not to Bring to ALA MGS.....	16
ALA MGS Packing List.....	17
Lindenwood University Maps.....	18
Code of Conduct.....	20
Model City.....	22
Parks and Rec.....	22
Campaign Rules.....	23
Samsung Scholarship.....	24
Required Paperwork to be turned in at ALA MGS Registration.....	25
ALA Missouri Girls State 2023 - Health Form.....	26
American Legion Auxiliary Missouri Girls State 2023 Program Policy Form.....	28
American Legion Auxiliary Girls Nation.....	30

General Information

ALA MGS is divided into eight counties, and each county contains two cities. A city consists of approximately 38-45 girls. Delegates will be divided into two wholly fictional political parties, Nationalists and Federalists. During the week, delegates will participate in elections and activities on the City, County and State levels. More information can be found on the website at missourigirlsstate.org in the FAQ section.

Communication updates will be provided to all citizens via email on a weekly basis from late April through June. Please check your junk or spam folders for the email address "director@missourigirlsstate.org" to ensure you haven't missed the initial email communication. This "ALA MGS Memo: The MO You Know" email is crucial for feeling prepared and updated throughout your weeks leading up to ALA MGS 2023.

Orientation

The ALA Missouri Girls State program has opted to provide two options for citizens to complete the mandatory orientation process. We acknowledge that many families feel more comfortable attending an in-person orientation and have scheduled many orientations across the state for this purpose. We understand that not all citizens will be able to travel to one of these face-to-face options, so there are also scheduled online orientation options. In our program Code of Conduct that you acknowledge upon applying for ALA Missouri Girls State, we note the requirement of completing an orientation prior to June 14, 2023, to attend the program. To complete this requirement, each delegate will need to follow the steps outlined below:

- Attend an in-person orientation at one of the scheduled events listed below.
- If you cannot attend in person, six online opportunities will be available for all citizens. These will be conducted in a Zoom meeting that the citizen must attend for the duration of the meeting (approximately 1 hour). The links for the online orientation are available on our website at www.missourigirlsstate.org under "2023 Session Info."

Should any selected citizens not meet the requirement of completing the orientation by June 14, 2023, only alternates who have completed the same requirements will be asked to fill their spots. Failure to complete the orientation process (in person or virtual) is an automatic forfeit of your opportunity to attend ALA Missouri Girls State 2023. Your school or ALA Unit sponsor will be notified should you fail to meet this requirement.

2023 Orientation Schedule

Date	Time	Location
Monday, May 1 st , 2023	6:00 pm	Online Orientation
Saturday, May 6 th , 2023	1:30 pm	Tirey J. Ford American Legion Post 21 16701 US 40 East Independence, MO
Sunday, May 7 th , 2023	6:00 pm	American Legion Post 58 2607 State Route 92 Smithville, MO

Tuesday, May 9 th , 2023	6:30 pm	American Legion Post 287 501 E. Price Ave. Savannah, MO
Sunday, May 14 th , 2023	1:30 pm	Roscoe Enloe American Legion Post 5 1423 Tanner Bridge Rd. Jefferson City, MO
Tuesday, May 16 th , 2023	7:30 pm	Online Orientation
Saturday, May 20 th , 2023	2:00 pm	Springfield-Greene County Library Center 4653 S Campbell Avenue Springfield, MO
Saturday, May 20 th , 2023	2:00 pm	Lindenwood University – Spellmann Center Anheuser-Busch Leadership Room (4 th floor) John Weber Drive St. Charles, MO
Sunday, May 21 st , 2023	2:00 pm	American Legion Post 63 2731 Thomas Dr. Cape Girardeau, MO
Monday, May 22 nd , 2023	7:00 pm	Poplar Bluff High School Library 3209 Oak Grove Rd. Poplar Bluff, MO 63901
Wednesday, May 24 th , 2023	6:00 pm	Truman State University Planetarium and Multimedia Theater 100 E. Normal Ave. Kirksville, MO 63501
Tuesday, May 30 th , 2023	6:30 pm	Online Orientation
Sunday, June 4 th , 2023	2:00 pm	Lindenwood University – Spellmann Center Anheuser-Busch Leadership Room (4 th floor) John Weber Drive St. Charles, MO
Wednesday, June 14 th , 2023	12:00 pm	Online Orientation FINAL OPTIONS FOR ORIENTATION
Wednesday, June 14 th , 2023	5:30 pm	Online Orientation FINAL OPTIONS FOR ORIENTATION

Website & Social Media

Check out www.missourigirlsstate.org for more information including the “2023 Session Info” link. Throughout the week of ALA MGS, we will be adding news, election results, pictures and any other information to our social media and on our ALA MGS website under the blog section.

- Facebook: ALA Missouri Girls State (<https://www.facebook.com/mogirlsstate>)
- Twitter: @ALAMOGirlsState
- Instagram: ala.missourigirlsstate

Find us on Facebook for more information. We utilize this page to showcase the great things you will be doing during the session. We will also host a few Zoom events leading up to the session to discuss any questions you may have! We utilize our social media to provide updates regarding our program during the week of ALA Missouri Girls State 2023, but we will not respond to individual requests of photos of specific cities, citizens, etc.

First Aid

ALA MGS provides a first aid center in one of the residential halls for any medical needs. Citizens are asked to report any illness or accidents to the nurses immediately. Please inform your City Counselor, or have another citizen inform the City Counselor, if you are injured so that they know where you are. Should emergency medical care be needed, parents will be notified immediately. The delegate will be taken to the SSM Health St. Joseph Hospital emergency room in St. Charles for evaluation and treatment, or the nearest urgent care clinic with availability.

Medical information must be complete in case of illness or the need for emergency treatment. The insurance information and signature of the parent/guardian section of the American Legion Auxiliary Missouri Girls State health form is required. ***If the physician fails to sign the ALA MGS health form in the space provided, ALA MGS staff nurses cannot give even the simplest medical attention including aspirin, Tylenol, Roloids, etc.*** It is a medical liability issue and ALA MGS policy. Each girl will visit the nurse's station during registration, so this is a good time to discuss any concerns with our staff nurses.

Medical Conditions

It is imperative that the ALA MGS nurses and staff be made aware of any medical issues with the citizens. At the beginning of May, a survey will be sent in your weekly "ALA MGS Memo: The MO You Know" email. This survey will include a question regarding any accommodations and health concerns related to the citizen. If your citizen has a medical concern and you did not complete this survey, please notify us by contacting health@missourigirlsstate.org. This will allow us to work with the citizen and her family as well as the University should any necessary accommodations need to be made. Please understand that attendance at ALA MGS can be both physically and mentally strenuous, so we want to ensure that the environment is safe for all of our participants. Citizens and staff will be required to walk to various locations at multiple times of day. This can include longer distances across campus and in various weather conditions (heat, rain, etc). *Medical conditions must be disclosed to the ALA MGS program via the email above by June 6, 2023. If a medical condition arises between June 6 and the beginning of the session, inform us as soon as possible so we can arrange necessary accommodations.*

Dietary Restrictions or Preferences

Dietary Restrictions or Preferences (including gluten free, diabetic, food allergies, etc.) should also be reported to ALA Missouri Girls State so arrangements can be made with Lindenwood University food services. A salad option and/or a vegetarian option will be available for all citizens at all meals and do not need to be reported

to the nurse. At the beginning of May, a survey will be sent in your weekly “ALA MGS Memo: The MO You Know” email. This survey will include a question about your dietary restrictions. If your citizen has a dietary restriction and you did not complete this survey, please reach out to ALA MGS by contacting health@missourigirlsstate.org. Any citizen with dietary restrictions or preferences should also stop by the dietary table at the Spellmann Center following registration in your residence hall. This allows ALA MGS to ensure that the citizen’s needs are met. *Dietary restrictions and/or limitations must be disclosed to the ALA MGS program via the email above by June 6, 2023.*

Security

All outside doors to the four residential facilities will be locked 24 hours a day. Only ALA Missouri Girls State staff and counselors will have the ability to open the residential facilities. Missouri State Highway Patrol Troopers are assigned to provide security, as well as instruction during the week. Your safety is of utmost importance to us. Please do not bring large amounts of money, expensive jewelry, or electronic devices. Please leave your computers, iPads, etc. at home. Lindenwood University does have guest wi-fi access available for citizens to utilize via their personal smartphones. No wi-fi logins or passwords will be shared beyond the guest access for the University. Citizen rooms will remain unlocked during the week as keys will not be issued to each citizen. If a special situation involves needing to keep an expensive item with you at ALA MGS, items can be stored in the City Counselor’s room that will remain locked. However, the City Counselor, ALA MGS, and Lindenwood University will not be held responsible for that item.

ALA MGS citizens and staff are only permitted in designated campus buildings as listed in the 2023 session schedule. Lindenwood University will have other events taking place on campus and it is the ALA MGS policy not to interfere with university classes and events during our time on campus. Additionally, the schedule has been created in a way for ALA MGS citizens and Missouri Boys State citizens to alternate use of non-residential facilities during the week.

Citizens will receive a nametag on the first day of the session following registration. It must be worn at all times. If it is lost, report it to a counselor immediately and a replacement will be made.

Emergency Numbers

- Director’s office: 628-252-6471 (628-ALA-MGS1)
week of ALA MGS only – will not be answered during assemblies or in the middle of the night
- Lindenwood University Campus Security: 636-949-4911

Housing

All citizens and most ALA MGS staff are housed across four residence halls in a centralized area of Lindenwood University campus: Blanton Hall, Rauch Memorial Hall, Calvert Rogers Hall, and Guffey Hall. The dorm rooms are suite style (every two rooms join to share a bathroom). While the exterior of the building is locked, there will be no keys distributed for the individual rooms to ALA MGS citizens.

Lindenwood University will not be providing any bedding to ALA MGS citizens. Citizens will need to bring their own sheets, blanket, and pillow. Beds are extra-long twin size (approximately 4 inches longer than a regular twin), but the mattresses are not very deep. Most regular twin size sheet sets will fit the beds.

Cell Phones

Cell phones are a great way to stay in contact with family and citizens can bring them to ALA MGS. Some classroom activities, meetings, and other events may allow you to use your cell phone. Citizens are also allowed to use cell phones outside of the classroom, but they should not be disruptive to the educational goals of any planned activities, meetings, and assemblies. If an instructor, counselor, or other staff member asks you to put your phone away, please do so. Repeated disruptions could cause the phone to be confiscated and placed with the ALA MGS Headquarters office for the week. You will be allowed to use your personal phone during free time by visiting ALA MGS Headquarters. It will be returned at the end of the week.

ALA MGS will also have an interactive app for citizens and staff to utilize during the session. It will be helpful, but not required, for all participants to have the ability to utilize the app during the day.

Mail

Delegates enjoy receiving mail and care packages from home. A mailing address will be provided on our website and social media closer to the session start date.

*It is suggested to send any mail from your home on Monday or Tuesday, and not any later in the week.

**Please note that mail not received by the end of session will not be forwarded. It *may* be returned at the expense of the sender or recipient.

Session Completion

It is an honor to be selected for American Legion Auxiliary Missouri Girls State. This honor carries with it a responsibility to those who are sponsoring you and to your community. Girls who leave the program before the last scheduled activity will not receive a certificate of completion for the program, cannot add ALA Missouri Girls State to college applications, and will not be eligible to receive college credit from Lindenwood University because the required hours of attendance cannot be met. Money will not be refunded to the sponsor. The ALA MGS Director retains the right to grant any exceptions.

Please come to ALA Missouri Girls State prepared to make new friends from all over the state, experience a stimulating and exciting seven days, and become involved. Upon completion, each delegate will be given a 'Certificate of Completion'. A copy of this certificate is frequently required by a college or university as verification for scholarships or special considerations which the delegate is applying. If the certificate is lost, a fee of \$10.00 will be assessed for a duplicate.

Talent Show and Soloists

The Girls State Talent Show will be Wednesday evening. Auditions will be submitted via video beginning May 15 and will go through the Sunday night of Girls State (June 25th). Please be sure to wear your costume in your video if you are wearing one for the performance. The video needs to be of the exact act you plan on performing. You can submit these via email to ALA MGS Music Director Miss Lynnea at lynnea.wootten@gmail.com. When you submit, please include the title of your song and artist, along with the music you would need if chosen to perform. This music should be submitted in an MP3 format. If your music is too large to attach to an email, please share the music via a google drive link.

Past acts have included singing, dancing (tap, ballet, jazz, and pointe), cheerleading or pom-pom routines, twirling, flags, juggling, instrumental music, piano, dramatic or humorous monologues, inspirational readings or poems and other creative ideas. Any person submitting a talent show audition should bring the necessary performance items with them to ALA Missouri Girls State.

ALA MGS also has the opportunity for citizens to play the piano for the National Anthem during some assemblies. If you are interested in playing as accompanist, please also notify Miss Lynnea via the email listed above.

Events for Families and Guests

There is one event during the week of ALA Missouri Girls State that family members and guests of ALA MGS Citizens may attend. This event is the closing ceremony on Saturday morning. Closing ceremony will be held in the Scheidegger Center for the Arts on the Lindenwood University campus. More details about the time of this event will be released closer to the session. Seating is limited and will be granted on a first-come, first-served basis.

Transportation

The American Legion Auxiliary Missouri Girls State and The American Legion Missouri Boys State programs have combined efforts to provide transportation opportunities to and from the session via charter busses. This opportunity is provided for all ALA MGS and MBS citizens that live more than a 90-minute drive to Lindenwood University. Citizens who live more than 90 minutes from ALA MGS may arrange their own transportation if they wish and are not required to ride the bus. You will receive an email communication from the ALA MGS program to state your desire whether you wish to ride the bus provided. Designated departure locations **currently** include Cameron, Macon, Kirksville, Joplin, St. Robert, Columbia, Jefferson City, Houston, Dexter, Cape Girardeau, and Independence (this is subject to change based on interest). You will be asked to indicate your first and second departure location choices. ALA MGS will then communicate assigned departure locations to delegates no later than June 10, 2023. The bus service is provided to citizens free of charge in order to ensure access to the ALA MGS and MBS programs.

We would prefer that citizens not drive themselves to ALA Girls State; however, if parents decide this is the best mode of transportation, there are rules that must be followed. Upon arrival the delegate must turn in car keys to their city counselor and fill out a form with a vehicle description. The keys will be held by the Highway Patrol. They will monitor the car throughout the week. Because the girls go to bed late and are up early every morning, they are very tired by Saturday. ALA MGS advises parents to give serious consideration to the issue of driving.

Schools of Instruction

Each delegate must enroll in one of the classes held daily from Sunday through Thursday. These classes will be introduced and explained in the orientation assembly on Sunday morning. Each class will have an exam on Friday. Class choices will include: School of Business and Commerce, School of Journalism & Media, School of Education, School of International Affairs, School of Law, School of Law Enforcement, School of Legislative and Lobbying Process, Local Government, and the School of Campaigns and Political Operations.

Most of the ALA MGS Schools of Instruction have a complimentary governmental activity that takes place during the week. For example, students in the ALA MGS Law School will have the opportunity to try lawsuits in the ALA MGS Court System.

Students of the School of Journalism & Media will all be part of the news process at ALA Missouri Girls State through the program's newspaper and broadcast. If you think you may be interested in being a part of the Management Team for the media outlets as your primary role during the session, please fill out the Media Management Application google form following this link: <https://tinyurl.com/yc38scsm>. This application will be due by lights out on Saturday, June 24th.

College Credit

ALA MGS has partnered with Lindenwood University to offer an opportunity for you to earn college credit at ALA MGS. Each citizen will choose to attend one of nine schools of instruction during ALA MGS.

Passage of a final exam, in addition to your participation at ALA MGS, may make you eligible for college credit from Lindenwood University. These are not automatic credits for attending ALA MGS. The exam scores and on-line participation forms (completed by each citizen) are given to the University, and they evaluate each citizen's record for the week to determine eligibility for college credit. The University will make this determination at the end of July 2023, and you will receive notification of your eligibility for credit via email and text message, both of which will be sent using the information you have provided ALA MGS.

It is YOUR obligation to apply for these credits if you are eligible. Depending on the college credit option you choose (2 credit hours or 3 credit hours), the deadlines vary. Please check Lindenwood's college credit letter and supplementary syllabi on the ALA MGS website under "2023 Session Info" for more information about those deadlines. For 2023, Lindenwood's tuition for ALA MGS participants is \$100 per credit hour (over a 75%

discount on Lindenwood's undergraduate tuition rate). You will pay the transcript fee to have the transcript sent to the college of your choice. This is not an automatic credit, and it will be up to your college of choice to accept or reject the credits. There is more information on college credit, specific deadlines, and transferring the credit to other institutions on the ALA MGS website, along with Lindenwood University's contact information if you have additional questions about college credit.

We recommend each ALA MGS citizen review this information about college credit with the citizen's parent/guardian.

How much money will you need?

1. Taxes: All delegates will be assessed a county property tax AND a city property tax while at Girls State. These mandatory taxes were passed by previous sessions of the ALA MGS General Assembly and will total exactly \$3.00 in US currency. This money will be used to award a scholarship to the newly elected Governor and a scholarship for the citizen selected as "Outstanding Political Citizen." Please bring \$1 bills with you for these taxes. The ALA MGS Shoppe will not be able to make change.
2. Optional Donation: \$1.00 in a cash donation to Missouri's Veterans Homes and Hospitals. This optional donation was passed by the General Assembly during the 2018 session of ALA Missouri Girls State and signed into law by the ALA MGS Governor. This publicized suggestion now stands as a law from the 2019 session going forward. Additional contributions are gladly accepted to help support heroes in Missouri's Veterans Homes and Hospitals.
3. Pictures & ALA MGS Media: We offer an ALA MGS media pass including pictures from the week's activities, links to captured media, and all 16 City pictures for \$20.00. Information about purchasing a media pass is available closer to the session via our website and "ALA MGS Memo: The MO You Know" email.
4. ALA MGS Shoppe: Citizens can bring money for personal use in the Shoppe. Listed below are some of the prices of items for sale (subject to change). The Shoppe will sell ALA MGS merchandise as well as toothbrushes, toothpaste, an assortment of personal hygiene products, pens, pencils, and notebooks, etc. The ALA MGS Shoppe, which is located in the Spellmann Center, accepts cash, checks, debit and credit cards for purchasing ALA MGS apparel and merchandise.

Short Sleeved T-shirts \$10.00 - \$20.00	Bottled Sports Drinks \$2.00
Long-sleeved T-shirts \$20.00 - \$25.00	Candy Bars/Chips \$1.00
Sweatshirts \$25.00 - \$40.00	Bottled Water \$1.00

5. City Activities

****Frozen Custard Night**: Each citizen is also allowed to purchase Andy's frozen custard for an extra fun event one of the evenings of ALA MGS. Participation is voluntary. Should your citizen choose to participate, the cost would be \$3 each! Again, bringing \$1 bills will be helpful!

****City Billboard/Decor**: Many times the citizens wish to purchase extra items to beautify their city. Each city will need to decorate their city for the Model City competition. Many times, the citizens pool their money to cover the cost of any extra items they wish to include. The cost can vary depending on the city's theme, but plan for \$1-\$2.

In summary, we suggest approximately \$10 in \$1 bills to cover taxes (\$3), donation to MO Veterans Homes & Hospitals (\$1-\$2), and City Activities (\$5). Merchandise, snack, and media link purchases are at your discretion, but \$50 was the reported suggested amount to bring from the feedback of past sessions.

Dress Code

The American Legion Auxiliary Missouri Girls State program has adopted the following guidelines for the dress code of all citizens and staff in attendance. Please be mindful of the dress code policy and plan accordingly for your session at ALA MGS. At all times, two straps (of any width) **must** be present on tops and dresses. All citizens and staff should ensure that when their arms are rested at their sides, that the hemlines of skirts or dresses reach their fingertips. Citizens and staff of ALA MGS may not wear clothing that is sheer or see-through, exposes the midriff, or includes low cuts, cut-outs, halter tops or crop tops.

DAYTIME DRESS CODE - CASUAL

During the daytime, we observe a casual dress code. Citizens may pack any comfortable clothing that they would wear to school or on a typical day at home. This may include shorts, jeans, leggings, t-shirts, athletic wear, skorts, dresses, tank tops, ball caps, and more. We encourage girls to dress in what is comfortable to them! Citizens will need to plan for traveling across campus and being in a variety of warm and cold environments inside academic buildings. Citizens are required to wear shoes at all times outside of their dorm room, but are welcome to wear sandals, tennis shoes, etc. throughout the day. It is strongly encouraged that citizens bring a sweater or jacket with them when they travel around campus during the day. Staff will wear a red or blue ALA MGS polo or assistant counselor t-shirt each day with bottoms of their choice. Citizens and staff should be mindful of the hemlines on all skirts and dresses. Throughout the week, citizens will have the opportunity to participate in athletic activities (specifically on Monday, Tuesday, and Thursday mornings). Citizens wishing to participate should bring athletic wear and tennis shoes. Any athletic tops worn must cover the midriff.

EVENING/STAGE DRESS CODE - BUSINESS CASUAL

During our evening assemblies, we ask all of our citizens and staff to display a more professional look to their attire. Any citizen or staff member appearing on stage (even during the daytime), is expected to follow this dress code. Citizens and staff will follow the evening/stage dress code on Sunday, Monday, Tuesday, and Thursday evenings. It is suggested that each citizen and staff member bring at least one extra outfit for evening/stage dress code in the event they are asked to be on stage (a total of 5 outfits minimum).

- For evening/stage dress code, citizens and staff are asked to follow business casual dress. This includes dress pants, khakis, colored denim, skirts, dresses, blouses, blazers, pantsuits, jumpsuits, and other similar ensembles. Citizens may wear shoes of their choice (flats, heels, sandals, etc). Please note that walking barefoot, whether indoors or out, is prohibited and so only sensible footwear should be worn.
- All citizens and staff should ensure that when their arms are rested at their sides, that the hemlines of skirts or dresses reach their fingertips. Two straps (of any width) must be present on tops and dresses; strapless and halter styles are not permitted. Undergarments, including bra straps, should not be visible.
- **For evening/stage dress code, citizens and staff may not wear blue jeans, rompers, or shorts of any style.** Black or colored denim is permitted provided it is not distressed and is free from holes and rips. Denim jackets are permitted.
- If you intend to run for a statewide position (including ALA MGS House of Representatives and Senate), pack one additional outfit that fits in evening dress code guidelines. Members of the General Assembly are required to cover their shoulders on their excursion to Jefferson City. See the Additional Tips section of this policy for more guidance.

INAUGURATION DRESS CODE - BUSINESS CASUAL & ALL BLACK

On Friday evening, we conclude our governmental activities with an inauguration for the newly elected statewide officials. During this evening, all citizens and staff will wear **all BLACK**, business casual attire to this formal ceremony. This event aims for a uniform look between all participants of the program.

Citizens and staff must wear an **all black** dress, suit, skirt and blouse, pants and blouse, or other appropriate **solid black** business-casual ensemble. Shoes should be black, neutral or muted colors and all accessories should be minimal or understated. In keeping with a goal of uniformity among citizens and staff, brightly colored accessories and footwear

should not be worn. Citizens and staff should be mindful of the hemlines on all skirts and dresses. Midriffs may not be exposed.

ADDITIONAL TIPS AND GUIDELINES

- On Saturday evening following your arrival to ALA MGS, we will have outdoor activities available. Please make sure you have comfortable athletic clothing and tennis shoes for the activities you choose to participate in. This will also be a time where all of the citizens and staff will be present if you choose to just relax and hang out, too!
- While we know your evening dress code outfits will likely include nicer shoes, please remember comfort = key! You will be walking distances in your nicer shoes and you will not be excused from walking distances due to blisters.
- On Thursday, newly elected members of the General Assembly including Senators, Representatives, and select General Assembly staff, will follow the evening/stage dress code for their trip to Jefferson City. To comply with the dress code for females as outlined in the Missouri legislature, **all members of the General Assembly and their staff will be required to cover their shoulders when visiting the House and Senate chambers of the State Capitol. Spaghetti straps and tank top styles may not be worn without a jacket or cardigan on this excursion.**
- Wednesday evening is a casual evening for our state fair and talent show. Citizens and staff are not required to follow the evening/stage dress code for this event. Many choose, but are not required, to express their ALA MGS spirit with new apparel from the ALA MGS Shoppe!
- Patriotism is a key component at ALA Missouri Girls State! We welcome Americana themed accessories and red, white, and blue attire throughout the week.

Arrival at Missouri Girls State

Registration is from 12:30 pm to 3:30 pm in your assigned residence hall at Lindenwood University, and the first meeting will begin at 4:00 pm. On Friday, June 23rd, you will receive an email with your assigned dorm. This will allow you to check in at your specific residence hall. We will also be able to assist you upon arrival if you do not know your assignment.

From Interstate 70, take Exit 228 at Missouri Highway 94 East/South 1st Capitol Drive. Continue Northeast on 1st Capitol Drive. Travel past Tompkins Street (by Auto Zone) and take the next left at 1st Capitol Drive to enter the Lindenwood University Campus. Follow the road past the Library and Academic Resource Center and turn right on John Weber Drive. You will then turn left and park in the parking areas between Blanton Hall, Rauch Memorial Hall, Calvert Rogers Hall, and Guffey Hall to travel to your assigned residence hall.

Be sure to look for, and follow, signs specifically for ALA MGS once you reach the campus. Once parked in the above mentioned parking lot, you may unload your luggage and check in to your residence hall with your city counselor.

At Registration, ALA MGS citizens will turn in:

- Health Form, signed by your doctor. All citizens will have access to visit the nurse's station during registration and must show their completed health form. Please discuss any special issues with the nurses at this time.
 - Situations requiring special attention need to be reported by email to the first aid staff by June 6, 2023, to health@missourigirlsstate.org
- ALA MGS Program Policy Form– signed by citizen and parent/guardian
- Prescribed medication (some medications need to be turned in to the nurses for refrigeration, etc.)

OPTIONAL:

- If applying for Girls Nation, you will submit your Girls Nation bill and cover page to alagirlsnation@missourigirlsstate.org by Thursday, June 22nd. If you cannot type your bill or do not have access to a computer to email it, you'll need to bring one (1) copy of your Girls Nation bill or resolution with you to registration.
- Donation to USO (see letter from ALA President, Department of Missouri, Louise Welch for more information)
- Optional monetary donation for VA homes and hospitals

Upon Registering at ALA MGS, citizens will receive:

- Name Tag with lanyard – must be worn at all times
- City assignment and their room assignment

After going through registration, the citizen may not leave the campus for any reason. If you will arrive after 3:30 pm due to any emergency, please contact the ALA MGS phone number at 628-252-6471.

ALA Missouri Girls State will not provide lunch to citizens on Saturday, June 24th. You may bring food with you to eat for lunch (no microwaves or refrigeration will be available). Our first table meal in the Spellmann dining center will be dinner on Saturday evening around 6:00 pm. Please plan to eat lunch with this timing in mind.

What Not to Bring to ALA MGS

Do not bring any campaign materials of any kind – blank or printed. This includes markers, scissors, glue, crayons, streamers, posterboard, etc. You will purchase these items with ALA MGS Bucks which will be provided. This gives equal opportunity to all. If you do not abide by these rules, you will be disqualified from running for office.

Lindenwood University is a tobacco-free campus. Failure to comply with the University's policy will result in immediate dismissal from ALA MGS. Citizens, Counselors, and Staff should not bring any form of illegal substances with them to the session. Doing so will result in automatic dismissal from the program.

ALA MGS Packing List

Bedding

- Sheets (twin / twin xl)
- Blanket / comforter
- Pillow(s)

Personal Care Items

- Hand soap for bathroom
Note: none is provided
- Body wash / soap
- Shampoo and conditioner
- Toothbrush, toothpaste, floss
- Brush / comb
- Styling tools (if desired)
such as flat iron, hair dryer, etc.
- Hand towels
- Bath towels
- Washcloths
- Bath Mat - *bathroom floors are tile and we don't want you to slip!*
- Deodorant
- Feminine hygiene products
- Sunscreen and bug spray
Note: some meetings may be held outdoors
- Prescription medication (*if needed*)
- Reusable water bottle

School Supplies

- Backpack or other bag to carry schedule and manual
- 3 ring binder
- Notebook paper
- Pens & pencils
- Stationary & stamps (optional)

Clothing and Shoes

Bring enough clothing for the week - there will be no laundry services available. Remember, it is June in Missouri and you may want a few extra pairs of clothing due to the heat and/or rain.

- Casual clothes for every day
- At least 4 business casual outfits (5 is suggested)
Note: if planning to run for office, bring at least 1 extra outfit
- 1 all black business casual outfit
- Athletic clothing for Saturday night activities
- Optional: Clothing for athletics - *no sports bras as tops*
- Comfortable shoes for daily activities
- Comfortable business casual shoes that are **not** heels - *Note: there is a lot of walking!*
- Lightweight jacket for cool weather
- Umbrella or raincoat
- Hangers - *Note: none provided*
- Optional: shower shoes

Miscellaneous

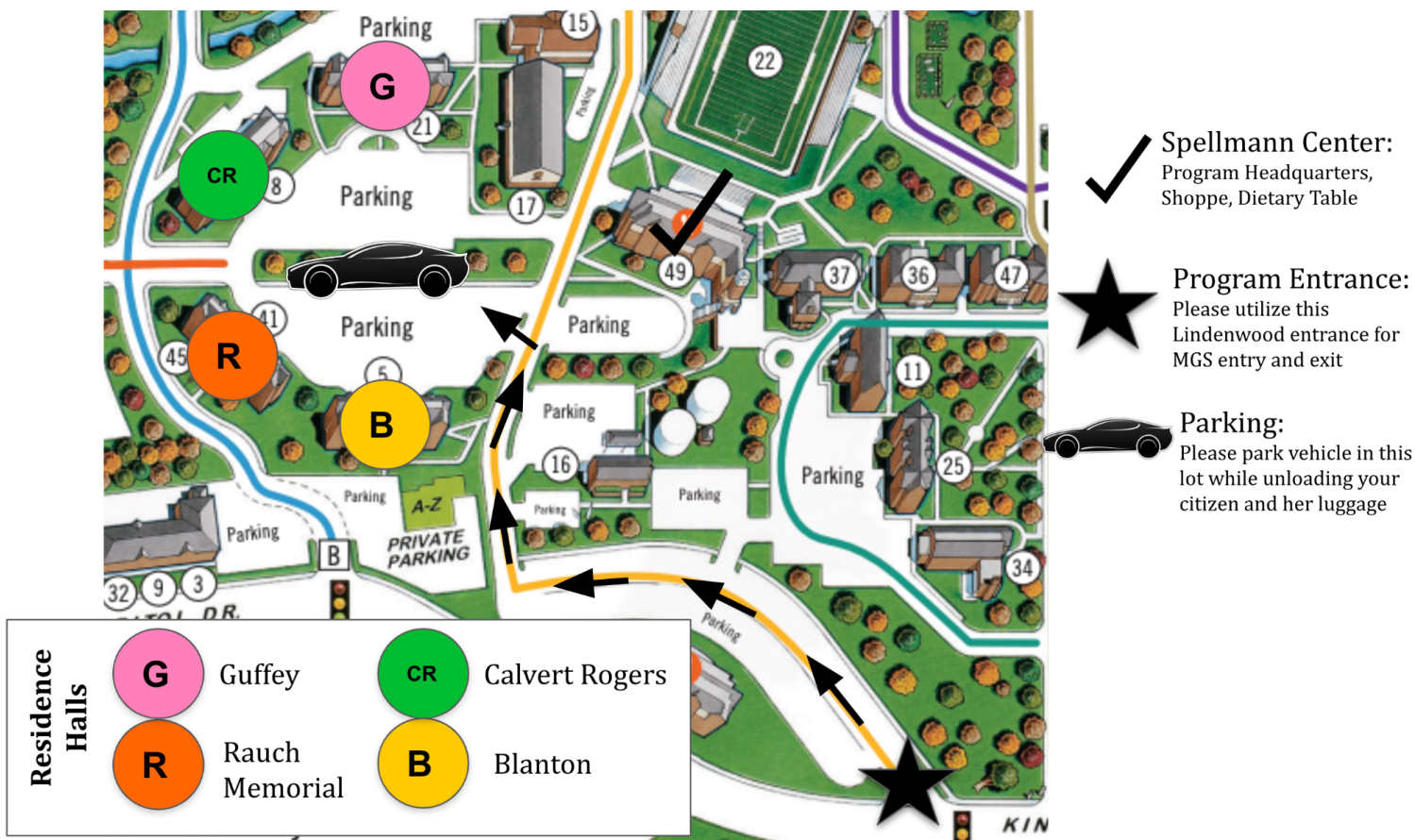
- Talent show props (if you have already submitted or are turning in an audition) such as tap, bullet, pointe shoes, baton, flags, props, music, etc.
- Credit card, check, or cash for apparel or merchandise you wish to purchase in the Spellman Center ALA MGS Shoppe
- \$3 US dollars for taxes
- OPTIONAL** donation item for USO is
- RECOMMENDED** \$10 total for taxes, optional city activities and donation

Lindenwood University Maps

A map of Lindenwood University is provided in this packet. To view driving instructions and an interactive map of Lindenwood, please visit their website at <https://www.lindenwood.edu/about/our-campus/campus-map/>

Map for Arrival and Departure Day

Map is also available as a full size image on the "23 Session Info" page of our website.



LINDENWOOD UNIVERSITY CAMPUS MAP



- 1 Athletics Building
- 2 Ayres Hall
- 3 Barnes & Noble
- 4 Baseball Locker Room
- 5 Blanton Hall
- 6 Butler Hall
- 7 Butler Library
- 8 Calvert Rogers Hall
- 9 Campus Operations
- 10 Chargene Housing
- 11 Cobbs Hall
- 12 Cultural Center (LUCC)
- 13 Eastlick Hall
- 14 Evans Commons
- 15 Field House
- 16 Fiscal Affairs & Business Office
- 17 Fitness Center (for men & for all ways)
- 18 Flowers Hall
- 19 Glenco Residential
- 20 Grounds Department
- 21 Griffey Hall
- 22 Harler C. Hunter Stadium
- 23 Harmon Hall
- 24 Hyland Arena
- 25 Irwin Hall
- 26 J. Scheidegger Center
- 27 Library & Academic Resources Center
- 28 Linden Lodge
- 29 Linden Terrace Residential
- 30 Lindenwood House
- 31 Low Brock Sports Complex
- 32 Maintenance Office
- 33 Mathews Hall
- 34 McCluer Hall
- 35 Memorial Arts Building
- 36 Nicolls Hall
- 37 Parker Hall
- 38 Pavillion
- 39 Pfremmer Hall
- 40 Pickleball Courts
- 41 Rauch Memorial Hall
- 42 Reynolds Hall
- 43 Rosmer Hall
- 44 Sand Volleyball Courts
- 45 SCAT Bus Stop
- 46 Science Building
- 47 Sibley Hall
- 48 Softball Locker Room
- 49 Spellmann Center
- 50 Student-Athlete Center
- 51 Stumberg Hall
- 52 Tennis Complex
- 53 Track and Field/Grandstands
- 54 Warner Hall
- 55 Young Hall

ENTRANCES

- A Alumnae Gate
- B Barnes & Noble Entrance
- C Eastlick Gate
- D First Capitol Gate
- E Patma Entrance
- F Roemer Entrance
- G West Clay Entrance

CAMPUS STREET NAMES

- James Butler Way
- Mary Easton Circle
- Fine Arts Drive
- Lion's Pride Parkway
- Find Your Roar Drive
- Lion's One Roar Drive
- Mary Sibley Drive

Code of Conduct

The following code of conduct was acknowledged by each applicant and their parent/guardian via our online application process. Please review it and send any questions you may have to director@missourigirlsstate.org.

American Legion Auxiliary Missouri Girls State 2023 Code of Conduct

Expectations of the American Legion Auxiliary Missouri Girls State Citizen Upon completion of the online application process required by the American Legion Auxiliary (ALA) Missouri Girls State (MGS) program, I acknowledge following the expectations and rules outlined in the Code of Conduct below:

1. I acknowledge I am participating in a program focused on democratic process, government, patriotism, and Americanism at my own will. I agree to participate in expected activities during the week but will not be forced into any situation for which I am uncomfortable.
2. I acknowledge I am representing my school and hometown at ALA MGS.
3. I acknowledge I must attend an online orientation prior to June 14, 2023, or I forfeit my position at ALA MGS. In addition to completing the online orientation for ALA MGS, I must complete the application for Lindenwood University specific for ALA MGS by June 6, 2023 (there is no cost for this application).
4. I acknowledge I will have completed my **junior** year of high school by the session's start date. I also agree that I have at least one semester remaining of my high-school career.
5. I agree to abide by the following regulations for safety of all participants, counselors, and staff of ALA MGS:
 - a. I will wear my identification badge at all times when I am not in my dorm room. I also will wear shoes at all times when I am not in my dorm room.
 - b. I will not bring, possess, or obtain firearms, fireworks, liquor, drugs, tobacco products (including eCigarettes, vapes, or like products), or any substance declared to be illegal under the Missouri Revised Statutes or the United States Code.
 - c. I will not smoke anywhere on the campus (including dorm restrooms). This includes cigarettes, eCigarettes, vapes, or similar products.
 - d. I will not steal, deface, or destroy ALA MGS property, the property of another participant, or the property of the host University.
 - e. I will not operate any automobile or other form of non-pedestrian transportation while at ALA MGS. If I drive myself to ALA MGS, I agree to surrender my keys to the Missouri State Highway Patrol during the week of ALA MGS.
 - f. I will not participate in any self-harming acts or threaten an act of harm to myself or others while at ALA MGS.
 - g. I will travel on campus in pairs or groups only with permission of an ALA MGS staff member or counselor. I will not attempt to leave the dorm after 10 p.m. for any reason without verbal permission from my counselor or ALA MGS staff member.
 - h. I agree to abide by all safety precautions in place due to the nature of the COVID-19 pandemic. The ALA MGS program will put COVID-19 precautions in place that align with those precautions required by the host University, and ALA MGS may elect to place more stringent precautions in place than the host University requires. These expectations will be outlined in the online orientation that I will complete, but may include mandatory wearing of a mask and social distancing in a variety of settings. If I choose not to abide by these regulations, I understand that I may be sent home.
6. I agree to abide by the following regulations regarding respect of all participants, counselors, and staff of ALA MGS:
 - a. I will not prevent any other participant, counselor, or staff member from participating in the program.
 - b. I will not use my cell phone during formal meetings, assemblies, or my selected school of instruction without direct permission from a staff member. I understand my cell phone will be confiscated upon causing disruptions to the educational goals of the planned program activities.
 - c. I will not engage in offensive conduct, which includes, but is not limited to, the following: boisterous or rowdy conduct; using lewd, profane, or obscene language; or possessing obscene pictures or printed materials.
 - d. I will not violate the rules of common courtesy, decency, and respect, in my relationship with another citizen or members of the ALA MGS staff, University staff, or visiting speakers and guests. I will conduct myself in an orderly manner, and at all times, practice good self-discipline.
 - e. I agree I will not participate in any act of bullying or harassment. For purposes of this policy, harassment and bullying are defined as intimidation or harassment of a citizen or multiple citizens perpetuated by individuals or groups. Bullying includes, but is not limited to: physical actions, including

- violence, gestures, theft, or damaging property; oral or written taunts, including name-calling, put-downs, extortion, or threats; or threats of retaliation for reporting such acts.
- f. I will follow all rules, ordinances, and statutes of the government of ALA MGS; and shall cooperate with all duly elected or appointed MGS officials.
 - g. I will honor the purpose of the ALA MGS program in all of my actions during the week of ALA MGS. My responsibilities include, but are not limited to: respecting the authority of the ALA MGS counseling staff in pre-session orientations and during the session; and cooperating with requests made by all figures of authority, including the ALA MGS counseling staff and University officials, to benefit the goals of the program and to respect the host institution.
 - h. I will be prompt for scheduled activities and events of the ALA MGS program.
 - i. I will show respect for the ceremonial events and procedures of ALA MGS including being present at all flag raisings and lowerings and standing during the openings of assemblies (this includes the pledge, national anthem, and invocation/inspirational message).
 - j. I will have my binder that contains my manual, schedule, and other ALA MGS material at all times, unless instructed otherwise.
 - k. I will care for my belongings and clean up after myself in the dorm and any other areas of the University campus.
 - l. I agree to abide by the instructions of my counselor or ALA MGS staff member for lights out each evening. This includes being quiet and in my assigned room at this time.
7. The American Legion Auxiliary Missouri Girls State program has an adopted Sexual Harassment Policy. I agree to report any incidences outlined in this policy to a designated staff member or counselor in order for appropriate action steps to be taken.

I understand that if I cannot abide by the expectations set forth in the Code of Conduct, I am subject to dismissal from the ALA MGS program immediately. Any behavioral choices I make that result in my dismissal will be shared with my sponsoring organization and high school. I also may be required to repay the \$500 program fee to my sponsoring individual(s) or organization(s).

Expectations of the Parent/Guardian of the ALA MGS Citizen Upon signing the printed application required by the ALA MGS program, I acknowledge following the expectations and rules outlined in the Code of Conduct below.

1. I agree to support the program goals and ideals of ALA MGS. I will support my citizen's attendance during the week of ALA MGS and encourage her to participate fully in program activities and events.
2. I agree to provide personal transportation for my citizen to and from ALA MGS unless coordinated by my local American Legion Auxiliary Unit or District.
3. I acknowledge my citizen must attend an online ALA MGS orientation prior to June 14, 2023. Failure to complete this requirement will result in her dismissal from the program. In addition to completing the online orientation for ALA MGS, my citizen must complete the application for Lindenwood University specific for ALA MGS by June 6, 2023 (there is no cost for this application).
4. I agree to disclose medical needs and restrictions to the ALA MGS program by June 6, 2023. I acknowledge I will have a doctor's signature on my citizen's health form or agree that my citizen will not receive over the counter medication.
5. I understand any behavioral action resulting in my citizen's possible dismissal from the program would require me to pick my citizen up from the host site at the ALA MGS Headquarters immediately.
6. I understand that my citizen must be picked up within 1.5 hours of the close of the session. Failure to comply with this regulation will result in my citizen being released to the local Police Department and/or the Missouri State Highway Patrol.
7. I understand that due to the nature of the COVID-19 pandemic, I may not have the opportunity to attend special events of the program in person (*i.e.*, registration, Inaugural ceremony, and closing awards). These regulations and expectations will be further explained in the online orientation that my citizen will attend.

I understand if I cannot abide by the expectations set forth in the Code of Conduct, I am forfeiting my citizen's opportunity to attend ALA MGS.

Model City

Model City Qualifications:

1. Active participation from all citizens at ALA Missouri Girls State.
2. Behavior, citizenship and participation from delegates during assembly, class, etc.
3. City budget completion.
4. City beautification inspections.
5. Promoting & supporting businesses within your city.
6. City chants, mascots, motto, banner, etc.
7. Activity in the Missouri Girls State Court Systems, local, county or state level.
8. Activity in social media, campaigns, MGS Broadcast, Newspaper, etc.
9. Participation in your county government.
10. Participation in the State Fair.

****Model City is an award for a city at the end of the week, but a city will be announced at a daily assembly to be designated as the Spirit City of the day based on the city's participation and efforts each individual day.*

Parks and Rec

Checklist for Parks and Rec:

- ___ City frozen custard order turned in on time
- ___ Give City Sanitation Material to City Sanitation Director
- ___ City Entry in City Beautification Project
- ___ Encourage your citizens to participate in the Creative Arts activities
- ___ Turn in the daily checklist on time (City Sanitation Director can assist you with this)
- ___ Get the spirit going in your city...make sure everyone is included in activities
- ___ Participation in Service Project(s)

Campaign Rules

1. No campaign materials can be brought from home. All campaign materials are to be purchased in the Campaign Store using ALA MGS Bucks.
2. Never mark, tear, or deface another delegate's campaign materials.
3. Sidewalk chalk is to be used on the sidewalk only. Do not use it on the building or other surfaces
4. Use masking tape only. This is a Lindenwood University Rule. Scotch tape will take paint off the walls.
5. Campaign posters or decorations may be attached to your lanyard OR worn as a sandwich over your body (poster on each side tied with string).
6. No campaign pamphlets, cards, posters, etc. can be left in the dining facility, including on tables. Sandwich boards must be removed when you are in class or in an assembly.
7. Campaign posters and signs can be placed in any of the four dorm lobbies or stairwells. No campaign materials can be affixed to surfaces outside of the dorms with the exception of on any lanyard or as a sandwich board (noted on campaign rule 5) or marked with chalk on outside sidewalks.
8. You are responsible for taking down any campaign material that you put up as soon as election results are announced.
9. You cannot campaign for City, County, or General Assembly positions until your name has been filed for the ballot. This is done via the forms you complete at the city and county level.
10. You cannot campaign for a State Office (Governor, State Auditor, Secretary of State, Supreme Court Justice, etc.) until AFTER you have filed for office on Monday morning. Filing instructions will be reviewed and explained on Sunday night.
11. Any other issues will be addressed from the stage.
12. Campaign Store prices are high to encourage citizens to work together to purchase supplies (pool their money, ask for campaign donations, etc).

Samsung Scholarship

One (graduating class of 2023) citizen to American Legion Auxiliary Missouri Girls State will be selected for the Samsung Scholarship. Scholarship applications are limited to students who are a direct descendant - i.e. child, grandchild, great grandchild, etc. - or a legally adopted child of a wartime U.S. military veteran who served on active duty during at least one of the periods of war officially designated as eligibility dates for American Legion membership. Those dates are available at <https://bit.ly/3vDsLpg>. Applicants who are direct descendants of Korean War Era Veterans (June 25, 1950 to Jan. 31, 1955) will receive three bonus points. Applicants who are junior American Legion Auxiliary members and upload a copy of a current membership card will receive a bonus point. A bonus point may also be awarded by uploading a current membership card of a parent in The American Legion, American Legion Auxiliary, or The Sons of The American Legion. No more than one bonus point for Legion Family membership will be awarded per application.

Scholarship applicants must complete and submit their online application prior to 11:59 pm (local time) of Day 1 of their American Legion Auxiliary Girls State program (June 24, 2023). All applications must be submitted using the online application system and may not be modified after the due date or given a deadline extension under any circumstance. The American Legion Auxiliary Missouri Girls State Samsung Scholarship winner will receive \$1,250 guaranteed. The winner's application will also be forwarded to the American Legion national headquarters to compete against winners in other states for scholarships up to \$10,000.

Any questions regarding the Samsung Scholarship should be directed to the Samsung Coordinator at samsung@missourigirlsstate.org



Required Paperwork to be turned in at ALA MGS Registration

1. ALA MGS Health Form (2 pages – please copy front/back or staple)
2. ALA MGS Program Policy Form (2 pages – please copy front/back or staple)

Please ensure that each document is signed by both the ALA MGS Citizen and parent/guardian and these two documents are kept separate from one another.

ALA Missouri Girls State 2023 - Health Form

Citizen's Name (Printed): _____ Date of Birth: ____ / ____ / ____
Address: _____ City: _____ Zip Code: _____
Social Security Number: _____ Citizen's School: _____

Parent/Guardian #1

Name Printed: _____
Day Phone: (____) _____ Evening Phone: (____) _____ Cell: (____) _____

Parent/Guardian #2 (if applicable)

Name Printed: _____
Day Phone: (____) _____ Evening Phone: (____) _____ Cell: (____) _____

Part I: Dietary

Dietary Restrictions or Preferences (including gluten free, diabetic, food allergies, etc.) should be reported to health@missourigirlsstate.org prior to June 6, 2023, so arrangements can be made with food services. Vegetarian options will be available for all citizens at all meals and do not need to be reported to first aid. Any citizen with dietary restrictions or preferences [including vegetarians] should also stop and sign in with the dietary table at Lindenwood's Spellmann Center during registration to ensure that her needs are met.

Does the delegate named above have any dietary restrictions or preferences? YES or NO

Part II: Medication

All prescription medication brought to ALA MGS must be in the original container with directions on the label attached. At registration, the medication needs will be reviewed by the ALA MGS Nurse to determine if the citizen will be allowed to self-administer or if the medication needs to be kept at the ALA MGS Nurse's Station for dispersal.

List any prescription medications and the dosage that the citizen named above may take while attending ALA MGS:

Over-the-counter medications such as acetaminophen, ibuprofen, Aleve, throat lozenges, antihistamines, hydrocortisone cream, and antacids are available at the ALA MGS Nurse's Station during the week. For the named citizen to receive any of these named medications or treatments, this form must be signed by your physician. If there is no physician's signature, your daughter WILL NOT be allowed any over-the-counter medications from the ALA MGS Nurse.

List over-the-counter medications and the dosage that your patient (the Girls State Citizen) may take while attending ALA MGS:

(form continued on next page)

Part III: Other Medical Information

Please read the medical conditions listed below and answer YES or NO to each. If you answered YES to any, please explain the condition/diagnosis on the lines provided below.

Presence of:

Diabetes ____; Heart Problems ____; Recent Surgeries ____; Recent injuries ____; Epilepsy ____; Drug Problem ____; Emotional Problems ____; Asthma ____; Spastic Colon ____; Ulcer ____; Sinus Trouble ____; Lung Trouble ____; Ear Trouble ____; Skin Rash ____; Allergies ____

Please provide any additional information here regarding medical conditions of the named citizen:

If you answered "Yes" to any of the mentioned medical health conditions, please notify our staff at health@missourigirlsstate.org as soon as possible so arrangements can be made so we can best accommodate the delegate. Issues requiring special attention need to be reported to ALA MGS by June 6, 2023.

Are there any other special instructions needed should your citizen need to see a physician or need emergency care while attending ALA MGS?

Physician's Signature:

Date: _____ Physician's Name: _____
Phone (____) _____ Fax (____) _____

Please leave an insurance card with the citizen at ALA MGS. If this is not feasible, please attach a copy of the front and back of your insurance card to this form.

The undersigned parent/guardian of (Citizen Name) _____ in consideration of the instruction and training to be given to said citizen at ALA MGS, does hereby release and discharge the American Legion Auxiliary Department of Missouri, its officers, agents, instructors, and employees from all claims, demands, suits, actions, and causes of action which she may, can or shall have by reason of any illness, injury, or accident incurred or suffered by said citizen while at ALA MGS no matter how caused or occasioned. I hereby give consent for emergency medical treatment.

Parent/Legal Guardian Signature _____ Date _____

COMPLETE THIS FORM AND BRING IT TO REGISTRATION. This form will be shredded at the conclusion of the session.
Revised 4/16/23.

American Legion Auxiliary Missouri Girls State 2023 Program Policy Form

This form is to be completed by the American Legion Auxiliary (ALA) Missouri Girls State (MGS) Citizen and/or Parent/Guardian. No ALA MGS Citizen will be admitted without this completed and signed form. Please be sure to bring it with you to registration at ALA Missouri Girls State.

General ALA MGS Citizen Information (Please Print Legibly)

First Name: _____ Middle Initial: _____ Last Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

Part I: Academic Honesty

A violation against academic honesty committed by an ALA MGS Citizen (hereinafter referred to as “student”) is any act which would deceive, cheat or defraud so as to promote or enhance one’s academic standing. Academic dishonesty also includes knowingly or actively assisting any person in the commission of an offense of academic dishonesty.

Examples of offenses against academic honesty include, but are not limited to, the following:

1. Plagiarism – Plagiarism is defined as the borrowing of ideas, opinions, examples, key words, phrases, sentences, paragraphs, or even structure from another person’s work, including work written or produced by others without proper acknowledgment. “Work” is defined as theses, drafts, completed essays, examinations, quizzes, projects, assignments, presentations, or any other form of communication, be it on the Internet or in any other medium or media. “Proper acknowledgment” is defined as the use of quotation marks or indenting plus documentation for directly quoted work and specific, clearly articulated citation for paraphrased or otherwise borrowed material.
2. Cheating – Includes, but is not limited to, those activities where a student:
 - a. obtains or attempts to obtain preknowledge content of an examination;
 - b. copies someone else’s work;
 - c. works in a group when the student has been told to work individually;
 - d. uses unauthorized reference material in an examination;
 - e. has someone else take an examination;
 - f. has someone else complete course work and/or an examination using a student’s secure log in and pass code.

The academic honesty policy utilized at Missouri Girls State parallels the policy enforced by Lindenwood University.

Part II: Student Information Authorization

We, the student and custodial parent(s) (hereinafter collectively referred to as “we”) authorize Lindenwood University, in accordance with the Family Educational Rights and Privacy Act (FERPA), to release pertinent educational files including assignments, test scores, college credit availability and grades to the ALA Missouri Girls State Director, Dean of Counselors or Dean of Operations or any of their designated representatives (collectively known as “Girls State Staff”). We further understand this does NOT apply to medical or psychological records in accordance with HIPAA regulations. If we decide to revoke this authorization, at any time, we understand we must inform Lindenwood University in WRITING of this request.

Part III: College Credit

We, the student and custodial parent(s) (hereinafter collectively referred to as “us”) authorize Lindenwood University to contact us via email and/or physical mailing with regard to University credit after the student has been verified as eligible based on her completion of the requirements prescribed in the syllabus. The same contact information (email and physical address) will be shared with other Universities and colleges on the program’s mailing address for the ALA MGS program to share program completion verification for scholarship eligibility.

Part IV: Publication Authorization

We authorize American Legion Auxiliary Missouri Girls State (hereinafter referred to as "ALA Missouri Girls State"), its agents, employees, staff, publishers, television and/or newspapers, or any other person, or organization designated by ALA Missouri Girls State, to use the student's likeness (whether photograph, still or motion picture or sound recording), and the student's name, in any manner, appropriate to the work of ALA Missouri Girls State. We further agree that ALA Missouri Girls State may request certain broadcast stations or news media (such as LU-TV of Lindenwood University), to cover part or all of the activities of ALA Missouri Girls State and this release and authorization shall apply to any such broadcast station or news media organization and to their purchases or users of their products, educational and otherwise. We understand that we will receive no compensation for such use now or in the future, and waive any claim or right, actual or implied, to such compensation.

I hereby state that I am a parent or legal guardian having custody of _____,
born on _____ and that I have read the above statements and hereby
consent and agree to such authorizations.

Parent/Guardian Printed Name: _____ Date: _____

Parent/Guardian Signature: _____

ALA MGS Citizen Printed Name: _____ Date: _____

ALA MGS Citizen Signature: _____

American Legion Auxiliary Girls Nation



WHERE: William Bolger Center in Potomac, Maryland

WHEN: July 22-29, 2023

WEBSITE: <https://www.alaforveterans.org/ala-girls-nation/>

Two citizens from every Girls State program will be selected to represent their state at American Legion Auxiliary Girls Nation (ALA GN). These young women will be known as "senators" at ALA GN.

At ALA GN, senators learn the importance of the individual in a democratic national government by participating in its functions. Missouri's two senators will present a single bill (or resolution) to introduce in one of the daily Senate sessions. Success at ALA GN depends on having a strong bill or resolution, the ability to debate proposed legislation, and the ability to connect with the other senators. The senators also spend time sightseeing, representing the American Legion Auxiliary and ALA GN at functions, and meeting influential members of our government. Attending ALA GN is a tremendous achievement, full of once-in-a-lifetime opportunities.

PROGRAM GOALS

- To develop leadership and pride in American citizenship.
- To educate participants about our system of government.
- To instill in participants a greater understanding of American traditions.
- To stimulate a desire to maintain our government processes.

The ALA GN program is completely funded by the American Legion Auxiliary. Expenses provided include airline travel, lodging, meals, and all shuttles. The two senators selected must be able to travel alone. ALA GN staff will meet all senators upon their arrival and also escort senators to the airport at the end of the week for departure home. Your only expenses will be any souvenir purchases you choose to make.

Every young woman attending this session of ALA MGS is eligible for ALA GN, but to be considered, potential candidates must prepare a nationally focused bill or resolution before arriving at ALA MGS. The pool of candidates for ALA GN will be chosen from the best of the presented bills or resolutions. To be selected, your bill or resolution should be one of the best for Missouri, but also potentially one of the best in the country.

What you need to be a candidate for ALA GIRLS NATION

Before arriving at ALA MGS, write a one-page bill or resolution for ALA GN that has a national, not state-level, focus. Your proposal must be constitutional and consistent with the powers afforded to the federal government, or it will not be acceptable. You may propose a resolution (simple, joint, or concurrent), a new law, amend an existing law, or repeal an existing law.

- Examples of Federal vs. State Issues
 - Federal: minimum wage, election and campaign regulation, foreign affairs, regulation of industry, declarations of war, environmental issues, entitlement programs
 - State: criminal penalties, death penalty, adoption regulations, prisons, school curriculum, incorporation of business firms, transportation
- Taxation is not addressed by the U.S. Senate, and thus ALA GN bills should not address taxation.

Your Girls Nation legislation also needs to be accompanied by a one-page cover sheet, to help the GN Committee get to know you. Please fill out the questions on the cover sheet fully and to the best of your ability. The cover sheet should be attached to your bill during submission.

Your Bill or Resolution's Purpose

- Choose the purpose of your bill or resolution carefully. It is important to choose something about which you feel strongly and have developed an expert-level amount of knowledge. Focus on an original, current, unaddressed, and specific problem. Keep it simple, accurate, and free of partisan bias.
- Your bill or resolution should propose a measurable solution that is rational, effective, comprehensive, affordable, and practical. You will be expected to know any costs generated by your bill and how they will be funded, as well as any other possible consequences, positive or negative, that your bill may create.
- Do not submit a bill or resolution that repeats proposed, failed, or existing legislation.
- Know that some emotional and/or social issues can be immediately divisive and may not progress at ALA GN, but you are free to write your bill or resolution on any national issue of your choice.

How to write your Girls Nation Bill

- Your bill or resolution should have your full name in the upper right corner and may not exceed one page (front side only). Do not include any other personal information or photos.
- A bibliography in MLA, Chicago, or AP format must be included on the reverse of the page, not on a second page. Sources should be sophisticated, varied, and screened carefully for bias, validity, and reliability. Use of primary sources such as actual legislation is essential.
- Use Times New Roman font, 11-point type, and one-inch margins on your document. If necessary, you may handwrite your bill or resolution.
- Format your bill or resolution to match the templates provided in this packet.
- Include the one-page cover sheet in a single document with your bill.

- As you write your bill or resolution, you may email alagirlsnation@missourigirlsstate.org. We will do our best to provide general assistance, but may not be able to provide a requested answer to keep the opportunity fair for all applicants.
- Bill submissions must be made to: alagirlsnation@missourigirlsstate.org by Thursday, June 22, 2023 at 11:59pm. Please use the subject line: “Last Name, First Name: Girls Nation Bill.” If you are unable to type your bill or do not have access to a computer, handwritten bills will also be accepted during registration on Saturday. Bring your bill and research on a flash drive or ensure that both are accessible via online cloud storage if possible.

Research Resources

U.S. Government Publishing Office—<https://www.govinfo.gov/>

Bills and Resolutions — <http://thomas.loc.gov/home/lawsmade.bysec/formsfaction.html>

Department of Commerce — <https://www.commerce.gov/>

For more information on Federal vs. State Issues: <https://tinyurl.com/y7zllkkm>

The Interview and Selection Process at ALA MGS

1. Turn in your bill or resolution by Thursday, June 22th at 11:59 pm via email or your handwritten bill or resolution at registration on Saturday. We will accept a handwritten copy of your bill or resolution until registration is closed. No late entries will be accepted, and printing onsite from any source will not be possible.
2. All proposed bills and resolutions will be reviewed by the ALA GN Selection Committee and a list of sixteen (16) semifinalist candidates will be posted outside of the Spellmann Center dining hall on Monday morning by 8:15 am.
3. Semifinalist Interviews will take place Monday. At the interview, each candidate will be asked to explain her bill and to answer questions prepared by the committee.
4. Up to eight (8) candidate finalists will be selected and announced Tuesday. Finalists may not, under any circumstance, use the fact that she is an ALA GN finalist while campaigning. The failure to abide by this rule will result in immediate disqualification from the ALA GN selection process.
5. The finalists will be brought onstage during the Wednesday morning assembly to answer a question before the entirety of ALA MGS.
6. These finalists will then be called back for a second, more intensive interview after which the ALA GN Selection Committee will make the final selection of two senators and two alternates.
7. The two ALA GN senators and two alternates will be announced at the Friday morning assembly. They will meet Friday afternoon with ALA MGS staff and former ALA GN senators to begin the preparations for ALA GN.
8. The two Missouri senators will submit one bill or resolution to ALA GN staff by the posted deadline.

Tips for Success for ALA GN Candidates

1. Interviews are short, and you are not to bring any notes or reference materials into the interview, but you may have them with you on-site to prepare. Tell us about what makes you unique and why you stand out from every other Girls Nation candidate. Be prepared to defend your bill or resolution. Know far more about the topic than what is on the page, including legislation that may already exist as precedent.
2. Proofread your work. Capitalization, spelling, grammar, and punctuation mistakes may be cause for rejection.
3. Your work must be your own. You may choose to use ideas from previous experiences, but the work presented must wholly be the result of your individual research and writing. You must ensure that your bill conforms to ALA GN legislation guidelines. If your work is plagiarized in whole or in part, it will be immediately rejected. But you're a good egg. You know better. When in doubt, source your information.
4. Dress professionally (conservative business casual attire) whenever you are interviewing with the ALA GN Selection Committee or speaking on Friday before the entirety of ALA MGS. Please be cautious of skirts as you will be sitting during the interview, and we cannot guarantee you will have a table in front of you.

Please know that we love selecting our ALA GN senators, and as such, **we are rooting for you!** The process is designed to choose the young women who will best represent Missouri at ALA GN, and we believe in you. Do not be daunted by these instructions; instead, please understand that we want you to be as prepared as possible so that you can do your very best.

Your Name:

Bill Title:

Describe your bill in your own words. What does it do? Why should others care?

Why did you choose to write this specific bill?

How does your bill address an original, current, unaddressed, and specific problem?

What makes you the right (unique) candidate?

Your bill or resolution should propose a measurable solution that is rational, effective, comprehensive, affordable, and practical. You will be expected to know any costs generated by your bill and how they will be funded, as well as any other possible consequences, positive or negative, that your bill may create.

TEMPLATE FOR AMERICAN LEGION AUXILIARY GIRLS NATION BILLS

81st American Legion Auxiliary Girls Nation Congress

S. B. _____(number will be assigned by ALA GN Staff*)

Include here a brief description of the bill's purpose.

IN THE SENATE OF AMERICAN LEGION AUXILIARY GIRLS NATION

Senator **[Your Last Name]** of Missouri introduced the following bill; which was referred to Committee.

A BILL (bold and caps, centered)

Include here a brief description of the bill's purpose. (repeat from above)

BE IT ENACTED BY THE SENATE OF AMERICAN LEGION AUXILIARY GIRLS NATION ASSEMBLED. (Italics, caps, period)

SECTION 1. TITLE

This act may be cited as the "Insert a short name for the bill here" (for convenience in referencing).

SECTION 2. PURPOSE

The <Insert Title> will <briefly summarize the general objectives of the bill>. (Sometimes it is combined with the statement of findings)

SECTION 3. DEFINITIONS

(Definitions are frequently provided to clarify some of the terms found in the legislation. They can also be helpful in clarifying the scope of the proposal. They are also sometimes included to minimize repetitious usage of terms, which appear throughout the text of a bill. If there are no definitions, adjust your sections accordingly.)

SECTION 4. <insert title from above>

(This is the main body of the bill. The main body of a bill may consist of any, none, or all the following components: programs, plans, specifications; details; responsibilities; requirements; Administrative provisions.)

SECTION 5. EFFECTIVE DATE <insert the date the bill goes into effect, often January or July 1 of the year following passage, upon passage, or after a certain time period.>

*Please note that Senate Bill numbers will be assigned by ALA GN staff; just put in your lucky number as filler.

TEMPLATE FOR AMERICAN LEGION AUXILIARY GIRLS NATION RESOLUTIONS

81st American Legion Auxiliary Girls Nation Congress

S. R./S. J. R./S. C. R. _____ (number will be assigned by ALA GN Staff*)

Include here a brief description of the resolution’s purpose. (centered)

IN THE SENATE OF AMERICAN LEGION AUXILIARY GIRLS NATION (all caps and centered)
July 2022

Senator **[Your Last Name]** of Missouri introduced the following resolution.

A SENATE RESOLUTION/CONCURRENT RESOLUTION/JOINT RESOLUTION (bold & caps, centered)

Include here a brief description of the resolution’s purpose. (repeat from above, justified left)

NOW THEREFORE BE IT RESOLVED. (Caps, period)

By the Senate and House of Representatives of the United States of America in Congress assembled
(two-thirds for each House concurring therein). That...(include the goal of the resolution here)

ARTICLE

SECTION 1. Whereas...**

SECTION 2. Whereas...**

SECTION 3. Whereas...**

SECTION 4. Whereas...**

SECTION 5. This shall become effective DATE <insert the date the bill goes into effect, often January or July 1 of the year following passage, upon passage, or after a certain time period.>

*** Please note that Senate Resolution numbers will be assigned by ALA GN staff; just put in your lucky number as filler.**

**** You may have as many or as few sections as you need (that can fit on one page). Think of “whereas” as the word “because” and provide your reasons for the bill and specific details of implementation in those sections.**

See the Library of Congress page on Bills and Resolutions if you need more guidance, or post your questions on the ALA Missouri Girls State Facebook page.