

## AMERICAN LEGION AUXILIARY MISSOURI GIRLS STATE



May 1, 2021

Dear ALA Missouri Girls State Delegate and Parent:

Congratulations on your selection as a delegate to the 2021 session of the American Legion Auxiliary (ALA) Missouri Girls State (MGS). The session will be held at the University of Central Missouri (UCM) in Warrensburg from June 20-26, 2021.

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 800 young women who have completed their junior year of high school. This year, we have limited capacity to approximately 500 citizens. Participants have been selected by the American Legion Auxiliary and local high school educators. Delegates will learn about our democracy through hands-on experience. Delegates 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.

**DELEGATES MUST REMAIN AT ALA MGS FOR THE ENTIRE SESSION WHICH BEGINS SUNDAY, JUNE 20, UNTIL THE CONCLUSION OF THE PROGRAM ON SATURDAY, JUNE 26, 2021** at approximately 10:30 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 the University of Central Missouri (UCM) 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 delegate does not complete the entire program. (This includes illness and/or family emergency situations.)

**Registration will be from 8:30am-11:15am, Sunday, June 20, in the UCM Elliott Student Union.** From Highway 13 turn west on Clark Street and park in the visitor's lot on the corner of Holden and Clark or in the large parking lot to the west of the James C Kirkpatrick Library. Delegates arriving by car are asked to leave their luggage in the car until after registration. Those arriving by bus (arranged from St. Louis), will unload luggage after registration. Designated personnel will monitor the luggage. Follow the outdoor walkway on the East side of the Elliott Student Union to the Northeast entrance of the building. There will be signage here to direct you to registration. Only bring your required paperwork and registration materials with you (these items are listed in this packet). Only one parent or guardian may enter the building to help the citizen through registration. Additionally, only one parent or guardian may enter the dorm to help the citizen move in after registration. **The person with you must also be wearing a mask.**

Once registered, you will receive directions to move into your designated dorm. Please plan to have your parent/guardian drop you off at the dorm entrance with your luggage and then park. The family member can then meet you to help you move into the dorm. After going through registration, the citizen may not leave the campus for any reason. If you arrive after 11:15 am, please report to the Director's Office in South Yeater Hall, which is located on the corner of Houx Street and South Holden Street on the campus of the University of Central Missouri.

We will provide boxed lunches in your city hall location including a meat and cheese sandwich, chips, apple, and cookie for lunch on Sunday, June 20th. Vegetarian options will be available only to those who contact us regarding

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dietary needs by the specified deadline of June 13, 2021. If you don't want the boxed lunch provided, you should bring something to eat for lunch with you (no microwaves/refrigeration available). Our first table meal in the dining center will be dinner on Sunday evening.

At Registration, delegates will turn in:

- Required Information located in the **COVID-19 Policies and Procedures** Document. All of these documents must be *complete* and *printed*.
  - Health Form, signed by your doctor. All delegates will visit the nurse's station and must show their completed form. Please discuss any special issues with the nurses at this time. (Situations requiring special attention need to be reported to the nurses **by June 13, 2021 to [health@missourigirlsstate.org](mailto:health@missourigirlsstate.org)**).
  - Health Assessment – completed for the days of June 18<sup>th</sup>, 19<sup>th</sup>, and 20<sup>th</sup>
  - Liability Waiver – signed by citizen and parent/guardian
- Prescribed medication (some medications need to be turned in to the nurses for refrigeration, etc.)
- If applying for Girls Nation, you'll need six (6) copies of your Girls Nation Bill or Resolution
- Non-perishable food item for the Veterans Food Pantry in Independence, Missouri
- \$1.00 donation for VA homes and hospitals

At Registration, delegates will receive:

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

### GENERAL INFORMATION

ALA MGS is divided into seven counties, and each county contains two cities. A city consists of approximately 28-36 girls. Delegates will be divided into two political parties, Nationalists and Federalists. During the week, delegates will participate in elections and activities on the City, County and State levels.

**ORIENTATION:** The ALA Missouri Girls State program has opted to provide a 100% online informational orientation process this year. In our program Code of Conduct that you acknowledged upon applying for ALA Missouri Girls State, we note the requirement of completing an orientation prior to June 8, 2021 in order to attend our program. To complete this requirement, each delegate will need to follow the steps outlined below:

- Go to our website, [www.missourigirlsstate.org](http://www.missourigirlsstate.org), and click the banner at the top of the page labeled "2021 Session Info" then select **Online Orientation Information**
- On this link, you will find a YouTube link to an online orientation video. Prior to viewing the link, download and print out the **Delegate Information Packet** (this document) on our website. Then, if possible, watch the link with a parent or guardian.
- At the conclusion of viewing the video in its entirety, you will then need to click on the attendance form on our original 2021 Online Orientation Information page. You must fill out the entire form in order to validate meeting the requirement of completing a briefing to attend ALA Missouri Girls State.

Should any selected delegates not meet the requirement of completing the virtual orientation by **June 8, 2021**, only alternates who have completed the same requirements will be asked to fill their spots. Failure to complete the online briefing process (video and attendance form) is an automatic forfeit of your opportunity to attend ALA Missouri Girls State 2021. Your school or ALA Unit sponsor will be notified should you fail to meet this requirement.

**IDENTIFICATION BADGES:** Delegates will receive a nametag at registration. It must be worn at all times. If it is lost, report it to a counselor immediately and a replacement will be made.

**SCHOOLS OF INSTRUCTION:** Each delegate must enroll in one of the classes held each morning Monday through Thursday. These classes will be introduced and explained in the orientation assembly on Sunday afternoon. Each class will have an exam on Friday. Class choices will include: School of Business, Communication & Media, Education, International Affairs, Law, Law Enforcement and Safety, and Legislative Procedure.

**ALA MGS delegates and staff are only permitted in designated campus buildings as listed in the 2021 session schedule. Summer school is in session at UCM during our time on campus and it is the ALA MGS policy not to interfere with UCM classes and events during our time on campus.**

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**COLLEGE CREDIT:** Your class, along with your participation at ALA MGS, may make you eligible for college credit through UCM. These are not automatic credits for attending ALA MGS. The test scores and on-line participation forms (completed by each delegate) are turned over to the college and they evaluate each delegate's record for the week. The college will notify you beginning August 6, 2021, via email, the results of your test and if you are eligible to apply for credit. YOU have to apply for these credits. Depending on the college credit option you choose (applying for 2 credit hours or 3 credit hours), the deadlines vary. So, please check UCM's "Activity Schedule" in the packet. For 2021, UCM's tuition for ALA MGS participants is \$92 per credit hour (a 65% discount on UCM's Undergraduate tuition rate). You will pay the transcript fee to have them sent to the college of your choice. This is not an automatic credit and it will be up to that college to accept or reject the credits. There is more information on college credit, specific deadlines, and UCM contact information later in this packet.

**MEDICAL:** ALA MGS provides an informational desk in each dorm for any medical needs. Additionally, we have one staffed nurse's station located in South Yeater Hall which is staffed by a nurse around the clock. Delegates 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, and the delegate will be taken to the Western Missouri Medical Center emergency room in Warrensburg for evaluation and treatment, or the medical clinic on the UCM campus.

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.

***It is imperative that the ALA MGS nurses and staff be made aware of any medical issues with the citizens.*** If your delegate has a medical concern, please notify us by contacting [health@missourigirlsstate.org](mailto:health@missourigirlsstate.org). This will allow us to work with the delegate 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).

Dietary Restrictions or Preferences (including gluten free, diabetic, food allergies, etc.) should also be reported to [health@missourigirlsstate.org](mailto:health@missourigirlsstate.org) as soon as possible so arrangements can be made with UCM 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.* We would request that you submit a need for a vegetarian option for Sunday's boxed lunch by completing the contact us form on our website. This will allow us to order the proper amount of vegetarian meals specifically for this lunch. Any other medical concerns can be communicated to the Nursing staff via the contact information above. Any citizen with Dietary restrictions or preferences should also stop by the Dietary table at registration to ensure that their needs are met.

**Both medical and dietary restrictions and/or limitations must be disclosed to the ALA MGS program via the e-mail above by June 13, 2021.**

**SECURITY:** All outside doors to the three dorms will be locked and checked each evening. 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. The University of Central Missouri does have guest wi-fi access available for citizens to utilize via their personal smart phones. No wi-fi logins or passwords will be shared beyond the guest access for the University.

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### EMERGENCY NUMBERS:

**Director's office: 628-252-6471 (628-ALA-MGS1)** (during the week of ALA MGS only – will not be answered during Assemblies or in the middle of the night)

**Campus Security: 660-543-4123**

**TRANSPORTATION:** All transportation to and from ALA MGS must be provided by parents and/or your sponsor. We would prefer that delegates not drive themselves to Girls State, however, if parents decide this is the best mode of transportation, there are set rules that must be followed. Upon arrival the delegate must turn in car keys to the Director and fill out a form with 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.* The ALA districts of St. Louis and St. Louis County provide bus transportation from a central pick-up point within district boundaries.

**ALA MGS DRESS CODE:** Please follow the detailed guidelines for the dress code (later in the packet). *If at any time a counselor, or staff member feels a delegate's clothing is inappropriate, she will be asked to change.*

**HOUSING:** All delegates and staff are housed across three dorms on the west side of the campus of the University of Central Missouri: Houts & Hosey Halls, Nattinger & Bradshaw Halls, and South Yeater Hall. The dorm rooms are suite style (every two rooms joins together to share a bathroom). For the 2021 session, all rooms for both citizens and staff members will be single occupancy. Most rooms will still have two beds, but only one person will be assigned to the room. While the exterior of the building is locked, there will be no keys distributed for the individual rooms.

### HOW MUCH MONEY WILL YOU NEED?

1. **Donations** to be turned in at registration: \$1.00 donation to Missouri's Veterans Homes and Hospitals
  - a. This donation requirement was passed by the General Assembly during the 2018 session of ALA Missouri Girls State and signed in to law by the ALA MGS Governor. This requirement now stands as a law from the 2019 session going forward.
  - b. Additional contributions are gladly accepted to help support heroes in Missouri's Veterans Homes and Hospitals.
2. **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 delegate 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.
3. **ALA MGS Shoppe:** Delegates can bring money for personal use in the Shoppe/Canteen. Listed below are some of the prices of items for sale (subject to change). There will be a small canteen available in each dorm to purchase drinks (bottled water and sports drinks) and snacks (chips, candy bars) that will be **cash only** and we recommend bringing \$10 for snacks that you may want to purchase during the week. 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 in the Union accepts cash, checks, debit and credit cards for purchasing ALA MGS apparel and merchandise (not food or drinks).
  - a. Short Sleeved T-shirts \$10.00 - \$20.00
  - b. Long-sleeved T-shirts \$20.00 - \$25.00
  - c. Sweatshirts \$25.00 - \$40.00
  - d. Flannel Pants \$20.00 - \$30.00
  - e. Bottled Sports Drinks \$2.00
  - f. Candy Bars/Chips \$1.00
  - g. Bottled Water \$1.00
4. **Pictures:** We also offer a digital download of pictures from the week's activities and all 14 City pictures for \$15.00. Delegates can have their pictures from the week added to the souvenir ALA MGS photo link!
5. **City Activities**
  - a. **City Cupcakes:** Each city is also allowed to purchase "City Cupcakes" early in the week. Participation is voluntary. Should your delegate choose to participate, cost would be \$1-\$2 each, depending on the number of girls that participate. So, bring a couple extra dollars! The city gets to

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choose the flavor and cake design. Plates, forks and napkins are included. Again, bringing \$1 bills are helpful!

- b. **City Billboard/Decor:** Many times the delegates wish to purchase extra items to beautify their city. Each city will have a banner to decorate as their city's billboard. Many times, the delegates 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 picture link purchases are at your discretion, but \$50 was the reported suggested amount to bring from the feedback of past sessions. *Remember, limited snacks can be purchased from each dorm's mini-canteen with cash only.*

**BEDDING/DAMAGES:** UCM 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 sized sheet sets will fit the beds.

**CELL PHONES:** Cell phones are a great way to stay in contact with family and delegates can bring them. Some classroom activities, meetings, and other events may allow you to use your cell phone. Delegates 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 Dean of Counselors for the week. You will be allowed to use your personal phone during free time by visiting her designated dorm location. It will be returned at the end of the week.

**TALENT SHOW AND SOLOISTS:** The Girls State Talent Show will be Thursday evening following the State Fair activities. Auditions will be submitted via video beginning June 1 and will go through the Monday night of Girls State (June 21<sup>st</sup>). 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 Miss Lynnea at [Lynnea.wootten@me.com](mailto:Lynnea.wootten@me.com). When you submit, please include the title of your song and artist with the video, along with the music you would need if chosen to perform. This music should be submitted in an MP3 format. 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.

The ALA MGS Staff is also looking for a few soloists willing to sing or play a patriotic or inspirational song prior to our Inaugural on Friday evening. Short poems or readings will also be accepted for this event. If you are willing to submit an entry to be considered, please e-mail the entry to Miss Lynnea at [lynnea.wootten@me.com](mailto:lynnea.wootten@me.com) with any music that you need. Be sure to bring anything necessary for this solo with you to ALA MGS.

### MAIL:

Delegates enjoy receiving mail and care packages from home. Use the following address if you plan to send mail to a delegate. *\*It is suggested to send any mail from your home on Monday or Tuesday, and not any later in the week.*

Delegate Name, ALA MGS

ALA MGS County and City (assigned to the delegate upon arrival)

UCM Campus – South Yeater Hall

Warrensburg, MO 64093

**\*\*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 or be eligible to receive college credit from UCM 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

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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.

**ALA MGS WEBSITE PRO:** Check out [www.missourigirlsstate.org](http://www.missourigirlsstate.org) for more information including the “2021 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 blog on our website.

**SOCIAL MEDIA:** Find us on Facebook for more information (and for those last-minute questions you may have) at [ALA Missouri Girls State 2021](#). We utilize this page as a forum to answering questions from citizens and their parents. We also host a few “Facebook Live” events leading up to the session to discuss what to pack, dress code, etc. You can also find us on Twitter @ALAMOGirlsState and Instagram at [ala.missourigirlsstate](http://ala.missourigirlsstate). We utilize our social media to provide updates regarding our program during the week of ALA Missouri Girls State 2021, but we will not respond to individual requests of photos of specific cities, delegates, etc.

**ADDITIONAL FOLLOW-UP:** If you have questions, please contact: Linda Schaap, Dean of Admissions, (816) 358-4541 or email [linda.schaap@missourigirlsstate.org](mailto:linda.schaap@missourigirlsstate.org). If for any reason, a delegate is unable to attend, she should visit the ALA MGS website and click the “E-mail us” button as soon as possible. This will allow the ALA MGS Committee to notify the local sponsors in order to receive a refund or allow an alternate to attend. Sending an e-mail to your school counselor during the summer stating that you cannot attend doesn’t notify the program and no refunds will be issued in these circumstances.

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](mailto:director@missourigirlsstate.org)

Tina Anderson, [ctanderson5@gmail.com](mailto:ctanderson5@gmail.com)

Shanna Jelinek, [sjelinek33@gmail.com](mailto:sjelinek33@gmail.com)

Whitney Nolan, [whitneyatc@gmail.com](mailto:whitneyatc@gmail.com)

Patty Pink, [pattyjpink@gmail.com](mailto:pattyjpink@gmail.com)

Natalie Riley, [natalie@holdenlawoffices.com](mailto:natalie@holdenlawoffices.com)

Linda Schaap, [linda.schaap@missourigirlsstate.org](mailto:linda.schaap@missourigirlsstate.org)

### **The University of Central Missouri is a tobacco free campus.**

Failure to comply with the University’s policy will be immediate dismissal from ALA MGS.

A map of UCM is provided in this packet. To view driving instructions and an interactive map of UCM, please visit their website at <http://www.ucmo.edu/campusmap>.

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AMERICAN LEGION AUXILIARY



Summer 2021

Dear American Legion Auxiliary Girls State Citizen,

Congratulations on your selection to attend 2021 American Legion Auxiliary Girls State. Attending ALA Girls State is an opportunity afforded you because of your accomplishments at school and in your community. 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 unit that sponsored you has the greatest confidence in your ability to excel at ALA Girls State.

The American Legion Auxiliary Girls State program is a fast-paced immersion into experiencing government; city, county and state. Your participation, in every aspect this program offers, is imperative for you to meet the highest expectations for yourself. Others who have gone before you and excelled in life include a Secretary of Homeland Security, governors, a Wing Commander for the U. S. Air Force; an NBC broadcast journalist, lawyers and even Miss America. Since this is a once in a lifetime opportunity, I encourage you to embrace this experience to learn and grow.

The American Legion Auxiliary is an organization of volunteers eligible due to the military service of our family members. America's veterans, and those serving currently in the military, are our true American heroes; the sacrifices they and their families have given continue to allow us to live free. Your week at ALA Girls State will change the course of your life; it has the possibility to open doors for scholarships, entrance into military academies and colleges across the country. Make the most of your week and embrace the opportunities, and you will leave with memories and friendships to cherish.

Have a wonderful week and remember to take pride in our country and its form of government and, most importantly, in yourself.

Congratulations, ALA Girls State Citizen!

A handwritten signature in black ink that reads "Nicole Clapp". The signature is written in a cursive style.

Nicole Clapp  
National President  
American Legion Auxiliary

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Summer 2021

Dear American Legion Auxiliary Girls State Citizen:

Congratulations on your selection to attend the 2021 American Legion Auxiliary Girls State session. Your sponsoring American Legion Auxiliary Units have worked very hard to select you to attend this prestigious program and they will be excited to hear how your week went. Only a select number of young women are chosen for this program each year and you join more than one million young women who have experienced this program since its inception in 1937. These women have gone on to be respected community leaders, successful businesswomen, and many have sought and achieved careers in politics and government.

You are representing your school, hometown and community so do not take that responsibility lightly. You were specifically chosen because each of you possesses the qualities that the American Legion Auxiliary looks for, your interest in government, your leadership ability, honesty and good character. At American Legion Auxiliary Girls State, these skills and others will be put to good use. This once in a lifetime opportunity is your chance to experience many things so do not waste a minute of it. Even during these pandemic times, there are many ways to make the most of your week. Participate, run for office, make a new friend either in person or virtually, step out of your comfort zone and do something you would normally not do and I promise, you will not be disappointed that you did. You will gain so much with just a small amount of effort. On top of that, you will have so much more fun being involved than just sitting on the sidelines, watching.

Make the most of your week and at the end of it, one of the best things you will have is lasting memories of a week you could never have imagined and some of you may gain some valued friendships. The American Legion Auxiliary is proud to be the sponsor of this outstanding program, excited to have you participate in the 2021 session in whatever form that is, and we hope you will go home and tell everyone that this was the best week of your 2021 summer.

For those of you that have the opportunity, this may be a virtual experience. Be interactive with your virtual program and make the most of it! Participate, speak out, campaign if you can and enjoy your experience, in whatever form it is. The last thing that I will ask is that when you are done with the program please share your experiences with your family, friends, schools and your sponsoring American Legion Auxiliary Unit, even if it is just a letter to your sponsoring ALA Unit thanking them for this unique opportunity.

Welcome to ALA Girls State!

Wendy Riggle  
American Legion Auxiliary Girls Nation Chairman



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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 2021.

My name is Marsha Mooney and I am from Independence, Missouri. I have been honored to hold the position of Department of Missouri Auxiliary President since July 2019. 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. After being forced to cancel last year's session, we are excited that you are here and willing to participate in this valuable experience. 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 non-perishable food items to Food Pantries for Military, Veterans and their families. If you are willing, please bring at least one item to donate to those in need. We know that together we can make a big impact to those in need.

I am looking forward to seeing you in June!

Sincerely,

Marsha Mooney

President, Department of Missouri

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### CHECKLIST:

#### WHAT TO BRING:

- Bedding (sheets, blanket/comforter, and pillow)
- Personal toiletry items
  - Hand sanitizer
  - Body wash
  - Shampoo, Conditioner
  - Toothbrush, Toothpaste, floss
  - Brush, comb, hair dryer, etc.
  - hand towels, bath towels, and washcloths
  - Bathmat – the floors are tile and we don't want you to slip!
  - Deodorant
  - Feminine hygiene products
  - Face masks (We suggest at least one per day)
- Clothing and shoes – bring enough for the week; there are no laundry services available; see the dress code guidelines in this packet
- Athletic shorts/capris/pants, t-shirt, and tennis shoes for Wednesday night activities
- Prescription medication (if needed)
- Backpack, or other bag, to carry your schedule & manual
- 3-ring binder and notebook paper
- Pens/pencils
- Talent Show props (if you have already auditioned/are turning in an audition): tap, ballet, pointe shoes, baton, flags, props, music, etc.
- Stationary and stamps (optional)
- Lightweight jacket for cool weather
- Umbrella or raincoat
- Hangers
- Cash** for any snacks you wish to purchase in your dorm
- Card, Check, or Cash** for apparel or merchandise you wish to purchase in the Union
- \$3 for taxes
- \$1-\$2 for city cupcakes
- \$1-\$2 for city decorations (this is optional and some cities will choose to purchase items from the shopper to add to their city during the week)
- Sunscreen and bug spray (it is possible that your city will meet outside to eliminate walking time and maximize social distancing)
- \*\*Department President's Project – non-perishable food item for donation to Veteran's Food Pantry
- \*\*\$1.00 donation for MO VA homes and hospitals
- \*\*Six copies of your Girls Nation Bill or Resolution (Optional)
- \*\*Required paperwork from the COVID-19 Policies and Procedures Handbook: ALA MGS COVID-19 Waiver, ALA MGS Health Form **signed by your doctor**, and your Health Screening Assessment. *(Please discuss special health issues with ALA MGS Staff **BEFORE** arriving. Other issues can be discussed during registration.)*

*\*\*Turn in at ALA MGS Registration – do not pack away!*

THE ALA MGS program will provide hand soap in every dorm restroom for all citizens and staff for the 2021 session.

**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.**

## AMERICAN LEGION AUXILIARY MISSOURI GIRLS STATE

### **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, straps on tops should be three finger-tips wide (no spaghetti straps) and rested on the top of the shoulder. Spaghetti strap tops and dresses may be worn when the delegate also wears a sweater or cardigan over her top or dress. Delegates and Staff of ALA MGS also may not have any clothing that is sheer or see through, or includes low cuts, cut-outs, or crop tops.*

### **DAYTIME DRESS CODE**

During the daytime, we ask that girls dress comfortably for their environment. This includes walking to and from classes and meeting locations and being in a variety of warm and cold environments inside academic buildings. We encourage girls to dress in what is comfortable to them. This may include shorts and a t-shirt, athletic attire, or even a sun dress. It is strongly encouraged that delegates bring a sweater or jacket with them when they travel around campus during the day. Delegates are required to wear shoes at all times outside of their dorm room, but are welcome to wear flip flops, tennis shoes, etc. throughout the day. Staff will wear a red or blue ALA MGS polo or assistant counselor t-shirt each day with bottoms of their choice.

### **EVENING/STAGE DRESS CODE**

During our evening assemblies, we ask all of our citizens and staff to display a more professional look to their attire. If at any time you are on stage (even if it is during the day time), you are also expected to follow this dress code. Delegates and staff will follow evening/stage dress code on Sunday, Monday, and Wednesday evenings. It is suggested that each delegate 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 4 outfits minimum).

- For evening/stage dress code, delegates and staff are asked to follow business casual dress. This includes dress pants and a blouse, a skirt and blouse, a dress, a pantsuit, or a skirt suit. Delegates may wear shoes of their choice (flats, heels, sandals, etc).
- All delegates and staff should ensure that when their arms are rested at their side, that their skirts or dresses have a length below their fingertips.
- For evening/stage dress code, delegates and staff may not wear jeans or shorts of any style (including rompers). Delegates and staff should be mindful of dresses with low cuts or cut-outs by wearing an appropriate camisole or tank underneath her top.

### **INAUGURATION DRESS CODE**

On Friday evening, we conclude our governmental activities with an inauguration for the newly elected statewide officials. During this evening, all delegates 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.

Delegates and staff must wear an **all black** dress, black skirt with a black blouse, or black pants with a black blouse. Shoes and accessories should be all black or neutral. Colors should be kept at a minimum since we are going for a look of uniformity. Delegates and staff should wear outfits where the strap is at least three fingers wide and rests on the top of the shoulder or wear a black sweater or cardigan with her outfit. Make sure if you are wearing a skirt or dress that the length of the sides is not shorter than your fingertips when your arms are rested at your sides.

### **ADDITIONAL TIPS AND GUIDELINES**

- On Tuesday evening, we will have group photos after our evening assembly. The University of Central Missouri provides a t-shirt for all delegates to wear this evening, and delegates may wear it with bottoms of their own choice (jeans, shorts, skirt, etc.).
- Newly elected members of the General Assembly including Senators, Representatives, and selected staff, will follow the evening/stage dress code for their trip to Jefferson City on Wednesday.
- On Wednesday evening following party conventions, we will have an optional recreation night. 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 staff and citizens will be present if you choose to just relax and hang out, too!
- Thursday evening is a casual evening for our state fair, game night, and talent show. Delegates and staff are not required to follow 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 red, white, and blue attire throughout the week.

## AMERICAN LEGION AUXILIARY MISSOURI GIRLS STATE

### 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](mailto:director@missourigirlsstate.org).*

## American Legion Auxiliary Missouri Girls State Code of Conduct – Senior Delegates of the 2021 Session

**Expectations of the American Legion Auxiliary Missouri Girls State Delegate:** *Upon completion of the application process required for senior delegates 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 my hometown at ALA MGS.
3. I acknowledge I must attend an online briefing prior to June 8, 2021, or I forfeit my position at ALA MGS.
4. I acknowledge I will have completed my **senior** year of high school by the session's start date of June 20, 2021.
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 that I am not in my dorm room per University of Central Missouri policy.
  - b. I will not bring, possess, or obtain firearms, fireworks, liquor, drugs, tobacco products (including eCigarettes, vapes, or like product), 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. The University of Central Missouri is a smoke-free campus.
  - 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 surrendering 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 align its program expectations with that of the University of Central Missouri. These expectations will be outlined in the online briefing that I will attend 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 for 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 delegate or multiple delegates 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

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responsibilities include; but are not limited to: respecting the authority of the ALA MGS counseling staff in pre-session briefings 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 the designated time.

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 parents, my sponsoring organization, and my high school. I also may be required to repay the \$300 program fee to my sponsor.

**Expectations of the Parent/Guardian of the ALA MGS Delegate:** *I acknowledge following the expectations and rules outlined in the Code of Conduct below in order for my daughter to be a senior delegate of the ALA MGS 2021 session.*

1. I agree to support the program goals and ideals of ALA MGS. I will support my daughter'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 daughter to and from ALA MGS unless coordinated by my local American Legion Auxiliary Unit or District.
3. I acknowledge my daughter must attend an online ALA MGS briefing prior to June 8, 2021. Failure to complete this requirement will result in her dismissal from the program.
4. I agree to disclose medical and dietary restrictions and/or limitations to the health staff of ALA MGS prior to June 13, 2021, by contacting [health@missourigirlsstate.org](mailto:health@missourigirlsstate.org). I acknowledge I will have a doctor's signature on my daughter's health form or agree she will not receive over the counter medication.
5. I understand any behavioral action resulting in my daughter's possible dismissal from the program would require me to pick her up from the University of Central Missouri at the ALA MGS Director's Table immediately.
6. I understand the program closes by 10:30 a.m. on Saturday, June 26. I will have my daughter picked up by 12:00 noon following the session closing. Failure to comply with this regulation will result in my daughter being released to the Warrensburg 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 briefing that my daughter will attend.

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

**AMERICAN LEGION AUXILIARY MISSOURI GIRLS STATE  
MODEL CITY, CAMPAIGN RULES, PARKS & REC**

**Model City Qualifications:**

1. Neatness of Rooms, City, etc. (4 checklists submitted **ON TIME** by the City Parks and Rec Director)
  2. Promptness to **ALL** events
  3. Participation in **TOTAL** program
  4. Demonstration of Patriotism and Good Sportsmanship”
  5. **Cupcake order** submitted **ON TIME**
  6. **City Beautification** entry
  7. City demonstrating Respect (to other cities, to staff and counselors, during assemblies and flag ceremonies, and following rules)
  8. Participation in Honor Flight Letters (service project) and Creative Arts Awards (optional)
- \*\*\*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.*

**Checklist for Parks and Rec:**

1. \_\_\_ City Cupcake order turned in on time
2. \_\_\_ Give City Sanitation Material to City Sanitation Director
3. \_\_\_ City Entry in City Beautification Project
4. \_\_\_ Encourage your citizens to participate in the Creative Arts activities
5. \_\_\_ Make sure to turn in the daily checklist (Mon-Thurs) **ON TIME** (City Sanitation Director can assist you with this)
6. \_\_\_ Get the SPIRIT going in your city...make sure EVERYONE is included in activities
7. \_\_\_ Participation in Honor Flight Letters Service Project

**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 delegates' 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 UCM Rule. Scotch tape will take the 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). 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.
6. Campaign posters and signs can be placed in any of the three 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.
7. You are responsible for taking down any campaign material that you put up.
8. 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.
9. 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 Tuesday morning. Filing instructions will be reviewed and explained from the stage on Monday evening.
10. Any other issues will be addressed from the stage.
11. Campaign Store prices are high to encourage delegates to work together to purchase supplies (pool their money, ask for campaign donations, etc).

## AMERICAN LEGION AUXILIARY MISSOURI GIRLS STATE

### **Samsung Scholarship**

One JUNIOR (class of 2022) delegate 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 upload a copy of a current membership to the American Legion Auxiliary or Sons of The American Legion will receive a bonus point or may receive a bonus point by uploading a current membership card of a parent in The American Legion, American Legion Auxiliary or 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 20, 2021). 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.

Any questions regarding the Samsung Scholarship should be directed to the Samsung Coordinator at [samsung@missourigirlsstate.org](mailto:samsung@missourigirlsstate.org).

## AMERICAN LEGION AUXILIARY MISSOURI GIRLS STATE

### GIRLS NATION

**National 4-H Conference Center in Chevy Chase, Maryland, July 24-30, 2021**

<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. Please be aware that the National American Legion Auxiliary organization has directed that only those just completing their junior year at ALA Girls State programs are eligible. Due to COVID-19 restrictions, as of May 1<sup>st</sup>, 2021, we have not been notified if ALA Girls Nation will be in person or virtual.

### 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.

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.

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 DO TO BE A CANDIDATE FOR ALA GN

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 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.



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- 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.

### Writing Your Girls Nation Bill or Resolution

- 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 style 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.
- As you write your bill or resolution, you may post general questions on the ALA Missouri Girls State 2021 Facebook group page. We will do our best to help.
- Print out or handwrite neatly six (6) copies of your proposed bill to bring to ALA MGS on Sunday. Staple the copies together on the top left corner. Bring your bill and research on a flash drive if possible.

### Research Resources

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

Bills and Resolutions — <http://thomas.loc.gov/home/lawsmade.bysec/formsofaction.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. At ALA MGS, turn in your stapled six (6) copies of your bill or resolution at registration on Sunday. We will accept bills and resolutions 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 at the Elliott Union Shoppe on Monday morning by 7 a.m.
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 at the Tuesday morning assembly. 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 Thursday 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.

## AMERICAN LEGION AUXILIARY MISSOURI GIRLS STATE

### **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. 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 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.

## AMERICAN LEGION AUXILIARY MISSOURI GIRLS STATE

### TEMPLATE FOR AMERICAN LEGION AUXILIARY GIRLS NATION BILLS

#### 73rd American Legion Auxiliary Girls Nation Congress

S. B. (all caps and centered) and 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 (all caps and centered)

Senator [**Your 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.**

## AMERICAN LEGION AUXILIARY MISSOURI GIRLS STATE

### TEMPLATE FOR AMERICAN LEGION AUXILIARY GIRLS NATION RESOLUTIONS

#### 73rd American Legion Auxiliary Girls Nation Congress

S. R./S. J. R./S. C. R. (all caps and centered) and 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 2019

Senator [**Your 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 2021 Facebook page.**

AMERICAN LEGION AUXILIARY MISSOURI GIRLS STATE

# UNIVERSITY OF CENTRAL MISSOURI

Dear Participant,

Congratulations on being part of the Missouri Boys or Girls State Program. As in past years, UCM is offering college credit for the successful completion of this program and have two options for you to consider. Please note that you must meet the requirements as explained in the attached syllabus to be eligible for either option.

**Option I (2 credit hours, pass/fail grade, does not affect GPA)**

*All work will be completed during your week-long experience at UCM – see attached syllabus for more information.*

**Option II (3 credit hours, letter grade, and GPA)**

*This option requires researching and writing a paper that builds on the information that was covered in your classes at Missouri Boys or Girls State - see attached syllabus for more information. You will need internet access as all work will be done online. Inquiries regarding paper topics, grade, etc., should be sent to [kuhlmann@ucmo.edu](mailto:kuhlmann@ucmo.edu).*

Important items to keep in mind,

- Switching between options is not allowed.
- Tuition for either option is \$92 per credit hour (a 65% discount from our undergraduate tuition rate).
- Tuition is non-refundable. If you are *not* planning on attending UCM, we recommend you verify the transferability of these credits with your future institution *before* signing up for any of these options.
- Eligibility requirements are available at, [ucmo.edu/state/index.cfm](http://ucmo.edu/state/index.cfm)
- Deadlines are listed on the last page of the attached syllabus.
- Eligibility notifications and deadline reminders are communicated via email and text messages using the information provided on your Missouri Boys or Girls State application. Please set your spam filter to allow emails from [ucmo.edu](http://ucmo.edu) and avoid missing out on this opportunity. Communications will include deadlines and enrollment instructions.

For additional assistance please reach out to Dr. Robynn Kuhlmann.

**Are you interested in attending UCM and becoming a Political Science, or International Studies major?** If so, you could benefit from this competitive scholarship UCM's Department of Political Science, International Studies and Languages are now offering:  
Missouri Boys State and Missouri Girls State Scholarship \$500 – Competitive (non-renewable):  
Recipients are incoming Freshman at the University of Central Missouri who have, with full participation, satisfactorily completed the Missouri Boys State or Missouri Girls State program. Students must enroll as a major in Political Science or International Studies. Applicants are to submit a letter of intent and their composite ACT score by April 5, 2022 to Dr. Robynn Kuhlmann at [kuhlmann@ucmo.edu](mailto:kuhlmann@ucmo.edu).

## AMERICAN LEGION AUXILIARY MISSOURI GIRLS STATE

### POLS 1244

### Workshop in Political Science

Instructor of Record: Dr. Robynn Kuhlmann

E-Mail: [kuhlmann@ucmo.edu](mailto:kuhlmann@ucmo.edu)

Office: Wood 203I

Course required Reading Material: MISSOURI BOYS STATE CITIZENSHIP MANUAL or MISSOURI GIRLS STATE MANUAL, and any hand-outs and/or manuals provided in the school of instruction.

\*\*We send out notifications of eligibility via e-mail so you may want to set your spam filter so that e-mails from ucmo.edu appear in your inbox.

#### Course Description and Objectives:

The purpose of the class is to introduce the student to the workings of state, county and local governments. This is accomplished through a weeklong intensive educational activity consisting of lectures, guest speakers, and a practical simulation experience. The general curriculum is multifaceted. It includes instruction about local governments--city and county--and state government. The workings of these three types of government are the core of the simulation held each day of the workshop. At the outset, every student is randomly assigned to a city, which is one of two cities within a county. With the other "citizens" of the city/county, the student is instructed in the structure and functioning of municipal government, county government and state government. Each city and county is responsible for establishing a government, and once established passing city/county ordinances, creating a budget, and carrying out city/county business by applying appropriate political processes.

Students also participate in a partisan organization as part of their general instruction. Upon arrival, each student is randomly assigned to a political party (the federalists or the nationalists), and as such will participate in caucus-convention activities and vote in primaries.

Other core instructional tools are general assemblies. At general assemblies, an assortment of public officials including the Governor and other statewide officials, and other national political figures speak and answer questions about government and politics.

In addition to the general curriculum, a specific curriculum is provided to students within a selected school of instruction. There are six schools of instruction for Boys State – public administration, law, law enforcement, legislative, campaigns and political operations, and journalism. Girls State has seven schools of instruction – executive, law, law enforcement, legislative, media, international, and business. The student selects one school of instruction to attend. Throughout the week the student is given 8 hours of instruction within that specific area. Educated and experienced experts within the respective field provide this instruction. Student comprehension of the general and specific curriculum is assessed through examinations at the end of the week. Student application is assessed through participation in the simulation.

Upon completion of this course, the student will be expected to have a working knowledge of the functions of state and local governments, as well as a better understanding of how governmental authority impacts on the lives of citizens and the importance of participation in a democratic political system. More specifically the course objectives are to 1) provide knowledge of state and local government 2) instill a sense of relevance of state and local issues, 3) heighten interest and awareness of public service as a career choice, 4) provide a working knowledge of the Missouri Constitution, and 5) provide an understanding of bureaucratic hierarchy in local and state government.

Throughout the workshop students are introduced to key concepts essential to the understanding of democratic political systems. It is expected that students will develop an understanding of these ideas including, but not limited to, policy-making, civil liberties and civil rights, due process, campaigns and campaign management, the legislative process, business practices, and adjudication. Students are also given the opportunity to discuss and formulate policy positions regarding current issues such as abortion, gun control, law enforcement, and drug abuse.

## AMERICAN LEGION AUXILIARY MISSOURI GIRLS STATE

**Eligibility and Grading:** Throughout the week, the core concepts and skill are developed and assessed in two ways--examination, and participation in governmental activities (simulations of local and state governments).

Completion of the following standards constitutes eligibility for college credit. In order to be awarded college credit, the student must apply in the Fall following his participation in Boys State or Girls State.

- 1) successfully complete the entire week. Students who leave the program for any reason will not be eligible for college credit.
- 2) actively participate in the academic portions of the program ( i.e. special assemblies, schools of instruction, and governmental activities). It must be evident that the student is at least attempting to be an active citizen by running for government and/or political office, seeking appointments, helping other citizens' campaign for office, serving as a reporter for one of the medias, etc. Daily newspapers, city and county reports, ballots, and reports by the counselors will be used to evaluate each citizen's participation. In addition, each student will write an essay or complete a participation chart summarizing participation and what was learned. The student must complete and submit this essay or chart and it must satisfactorily address the question and adequately demonstrate an ability to communicate in writing in order to be eligible. Participation in fitness activities is not counted toward a student's academic participation.
- 3) receive at least a 70% on all examinations.

Upon meeting the above stated criteria, the student will be contacted by the university in the Fall following the program, and be given the chance to enroll. The student may choose to enroll for two credit hours or three credit hours.

**Option I, Two Hour Credit:** All work is completed. The student must complete the enrollment process to receive a grade of "pass". Grades are recorded in the December following the program.

**Option II, Three Hour Credit:** The student must complete the enrollment process in the Fall to take this course in the Spring following the program. Each student enrolled will be expected to write a 3-5 page paper integrating the knowledge of state and local government gained through Boys State or Girls State with current Missouri government and politics; specific topics and assignment criteria will be posted on the course webpage in January. This paper will be used to determine the student's final grade for the three credit hour course<sup>1</sup>. Student essays will be evaluated based upon completeness and content (knowledge and understanding of subject, explanation and justification of arguments, and depth of analysis), and general presentation of the material including organization, grammar, citation, and clarity. Papers are due in April, and grades recorded in May.

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<sup>1</sup> The student's successful completion of Boys State or Girls State ensures the student a minimum grade of D, but the paper will be used to determine grades of A, B, C, D.

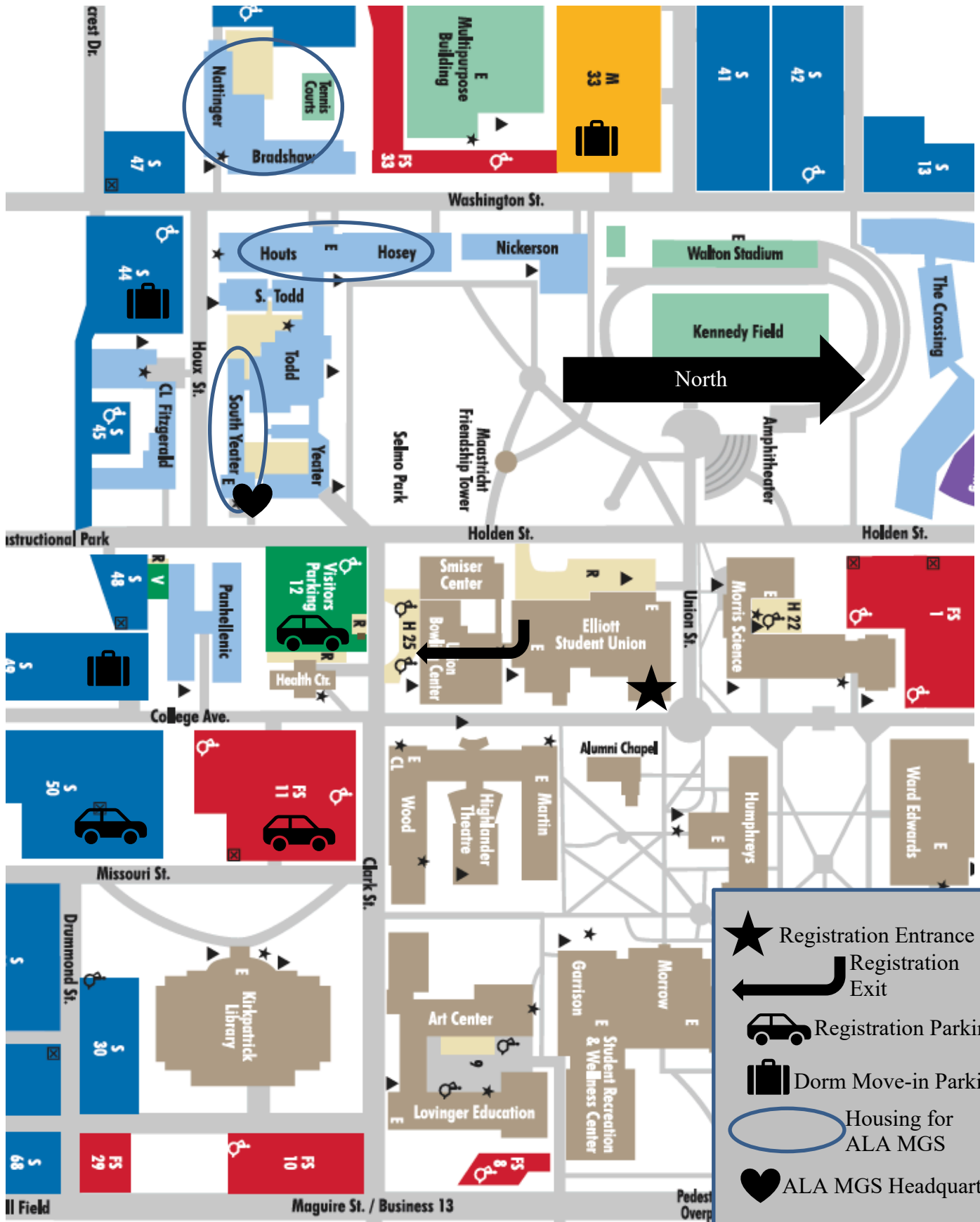
**AMERICAN LEGION AUXILIARY MISSOURI GIRLS STATE**

**Activity Schedule**

<b>Activity</b>	<b>Option I</b>	<b>Option II</b>
Attend Program	June 2021	June 2021
Eligibility determined, university contacts students to enroll	Beginning August 6, 2021	Beginning August 6, 2021
Enrollments Due	September 3, 2021	November 1, 2021
Students receive course webpage access information	N/A	December 10, 2021
2 Hour credit closes, grades submitted	December 14 2021	N/A
Spring class opens, course webpage available	N/A	January 10, 2022
Paper due	N/A	April 8, 2022
3 Hour Credit class closes, grades submitted	N/A	May 10, 2022



# AMERICAN LEGION AUXILIARY MISSOURI GIRLS STATE



- ★ Registration Entrance
- ↪ Registration Exit
- 🚗 Registration Parking
- 👜 Dorm Move-in Parking
- 🟡 Housing for ALA MGS
- ❤️ ALA MGS Headquarters