



# GIRLS STATE GUIDE 2009 - 2010



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Let's plan to have a "Holiday" at the 70<sup>th</sup> session of Michigan American Legion Auxiliary Girls State that will begin on Sunday, June 27, 2010 and end on Saturday evening, July 3, 2010. We will be at Michigan State University, East Lansing.

**NOTE: Registration will be from 9-11 a.m., Sunday, June 27, 2010**

## RESPONSIBILITIES FOR THE A.L.A. GIRLS STATE PROGRAM:

### DISTRICT CHAIRMEN:

- keeps a copy of the Girls State materials available for copying, at all times.
- handles requests for information from the Units in her District.
- checks with each Unit Chairman in her District, to be sure she has her materials and is contacting her local schools.
- holds an orientation for all delegates and alternate delegates in the District, in the spring of 2010. Inform Units that there is an Orientation on the Department Web Site ([www.michalaux.org](http://www.michalaux.org)) for girls unable to attend your orientation.
- compiles the reports from all the Units in her District and sends it to the Department Girls State Chairman, by **September 15, 2009**. REMEMBER: This report covers the **2009** Girls State session.
- should ask her District to sponsor a girl to Michigan A.L.A. Girls State.

UNIT PRESIDENTS:

- make sure your Unit Girls State Chairman receives this guide and all monthly fliers received in Unit monthly mailings. Instruct your chairman to go to the Department Web site for delegate application form, sponsor tip sheet, college credits, Samsung Scholarship information and reservation application. She needs these tools to do her job.

UNIT CHAIRMEN:

- read your materials. (If you don't receive our monthly mailings, contact your president.)
- contact your local schools' counseling departments in October/November.
- make certain those in charge understand what the program is about, the type of girl we're looking for, who pays the fees, and the deadlines. Reinforce the fact that our program is recommended by the National Association of Secondary School Principals (NASSP).
- **compiles the annual report and sends it to the District Girls State Chairman, by September 1, 2009.** REMEMBER: This report covers the **2009** Girls State session.
- if your local schools haven't received their information (by October 31th), contact the Department Office giving their name and address.
- **convey the importance and excitement of the program** to potential delegates.
- **make your selection of delegates.**
- publicize the A.L.A. Girls State program in the local and school newspapers and on local or school radio and cable television stations. News releases and pictures should be given to the media upon selection of your delegates; also give your name, address, telephone number and E-Mail address. Be sure you mention your Unit's name, number and location, *and* "Michigan American Legion Auxiliary Girls State". If any of the delegates are sponsored by associate sponsors, include their names and the name, address, telephone number, and E-Mail address of their contact person. A copy of our suggested press release is attached to this guide for your use. If you have further questions, feel free to contact any of our committee members.
- Have delegates contact Girls State Chairman and/or Co-Chairman for approval for later arrival or early departure. Remember they have to attend the complete session to receive their "Certificate of Completion".
- Select an Alternate, for in the past year we used every Alternate willing to participate at the last moment.

FEES:

The fee is \$300.00 per delegate and is **not refundable**. **Reservations will be accepted at the Department Office beginning October 1, 2009.** Send your payment early to ensure your reservations. A reservation form must accompany your check, with the number of reservations being ordered, amount of check, check number, name of the sponsoring organization, and the name, address, phone number and E-Mail address of the contact person included. Make check payable to: AMERICAN LEGION AUXILIARY. (Poppy funds **cannot** be used to send delegates to Girls State.) You will receive a delegate and alternate delegate registration card for each paid reservation, shortly after your payment is received.

THE SELECTION PROCESS:

**When making your selection(s), you should be looking for the following attributes:**

1. Interest in Government and leadership abilities.
2. Character, honesty, good scholastic achievement, high moral values, intellectual curiosity.
3. Enthusiasm for the program. **THE DESIRE TO GET INVOLVED.**
4. Fitness, as the program is both physically and mentally challenging for the entire week.

When running for any office, there are speeches to make, reference work to be done, campaigning, etc.

5. Participation in community, school and church activities.
6. **Understanding that the American Legion Auxiliary stands for God and Country**, and that a delegate can participate without conflict with her own beliefs, as long as she respects the Auxiliary's commitments and our American Flag.
7. **MUST UNDERSTAND THE IMPORTANCE OF ARRIVING BY 11 A.M., ON REGISTRATION DAY, ATTENDING THE ENTIRE SEVEN-DAY SESSION, THROUGH AND INCLUDING THE AWARD CEREMONY, TO RECEIVE HER "CERTIFICATE OF COMPLETION"**.
8. Must be a junior (11<sup>th</sup> grader) who will complete her senior year of high school in 2011.
9. ***Candidates do NOT need to be the descendent of a veteran.***

**Make certain that each candidate knows and understands that THIS IS NOT A SUMMER SPORTS CAMP, but an interactive government simulation program that will require her to participate in learning the governmental process. In addition to learning, she will experience fellowship and friendships that will last a lifetime.**

**REGISTRATION CARDS:** Once you've selected your delegates and alternates, please be sure the cards are filled out *legibly* and *completely*. *Legibly:* We must be able to read the information! *Completely:* The front of the card has three sections – The girl's name, address, etc., the parent/guardian signatures of consent and the written and printed signatures of the girl's school counselor/principal. The back of the card must have the sponsor's information and signature. Fully completed cards **should be if at all possible** returned by **April 1, 2010** to: American Legion Auxiliary Girls State, 212 N. Verlinden St., Suite B, Lansing, MI 48915 to ensure they receive their information packet from department.

**GIRLS STATE MAILING:** Our Michigan A.L.A. Girls State mailing will go out in October, and will include: the brochure, a letter, publicity poster, delegate application form, "Tips" sheet for sponsors, and a reservation form. You are encouraged to make multiple copies of the poster and to distribute it wherever girls in their junior year of high school will read them; i.e. your local schools, grocery stores, McDonalds, Burger King, etc.; anywhere they will allow you to hang them! Also worth copying is the Delegate Application Form. This form is a **wonderful tool for your Unit to use in your selection process**. It can be used in conjunction with other application methods; i.e. essays, personal interviews, etc. **Please note that ONLY the Delegate Application Form for the Upper Peninsula girls get mailed to the Department Office. REMEMBER**, today's young people begin planning their summers very early in the school year, so contact your school(s) before the holidays.

**MEDICAL FORMS:** M.S.U. requires that we keep medical information on file for each of our delegates, and the medical centers/hospitals require insurance information, in case of illness or the need for emergency treatment. We will accept a copy of a school sports physical, signed by her physician, and **dated after June 26, 2009**. If a school sports physical is not available, the upper portion of the American Legion Auxiliary Girls State Medical Form **must** be completed by the girl's physician. **IN EITHER CASE, THE SECTION OF THE MEDICAL FORM ASKING FOR THE INSURANCE INFORMATION AND SIGNATURE OF THE PARENT/GUARDIAN MUST BE COMPLETED. THIS FORM MUST BE SENT TO DEPARTMENT HEADQUARTERS ALONG WITH A RECENT PHOTO OF THE PARTICIPANT NO LATER THAN JUNE 1, 2010 (may be brought with them but should fax a copy to the Department Headquarters)** PLEASE NOTE: THE SIGNATURE NO LONGER NEEDS TO BE NOTARIZED.

If a delegate is physically, visually, or hearing impaired and needs assistance to fully participate in the program, the contributing group must furnish a full-time female aide to assist the delegate. This aide must be 21 to 30 years of age and, preferably, someone other than a family member. The contributing group will be responsible for all expenses for the aide, including conference fees, meals and lodging. The aide must be pre-approved by the American Legion Auxiliary Girls State Committee.

### SAMSUNG SCHOLARSHIPS

Every eligible Girls State citizen is encouraged to apply for this financial assistance. Applicants must be a descendant of a U.S. wartime veteran. Each Department selects one winner, in accordance with the foundation rules. Her application is forwarded to the National Headquarters of The American Legion. The winner is guaranteed no less than \$1,000, and could win as much as \$20,000! **They must have proof of veteran's service.** Make sure they follow the rules set down by the Samsung Scholarship foundation. Information for this scholarship, the application and criteria can be found at: [http://www.legion.org/documents/legion/pdf/samsung\\_scholarship\\_08.pdf](http://www.legion.org/documents/legion/pdf/samsung_scholarship_08.pdf)

### GIRLS NATION

Two delegates and two alternate delegates will be selected to represent Michigan as "Senators" at Girls Nation, a similar program based on our Federal system of Government. Candidates are recommended by the Girls State Government Staff. An interview is conducted by four members of the American Legion Auxiliary Staff, the Government Program Coordinator and the Judicial Advisor. Girls Nation will be held July 17 – 24, 2010 at the National 4-H Conference Center in Chevy Chase, MD.

### INFORMATION FOR DELEGATES:

- smoking is prohibited by Michigan State University policy.
- delegates must bring **their own** toilet articles, hair dryer, watch, radio, alarm clock, fan, rain coat, and sweater or jacket
- Modest casual clothing (shorts & jeans) is acceptable
- dresses (skirt and blouse or dressy trousers and blouse) are required for the opening session, election night (Wednesday) dinner and city photos, and the awards ceremony
- comfortable walking shoes are a must!
- it is not wise to bring valuable jewelry, large amounts of cash, etc.!
- bring a calculator, notebook and pen or pencil for use in the program
- spending money for Girls State T-shirts, caps, yearbooks, sports bottles or other Girls State items. (Your Unit may wish to provide one or more of these items for your delegates.)
- banking facilities are available and are open twice daily. It is not advisable to bring large sums of money. (We are not responsible for money not banked in the Girls State Bank.)
- **girls from the same school or home town are not assigned to room together.** We want our citizens to interact with other citizens.

**ORIENTATIONS: PLAN AHEAD** - It's the goal of the Girls State Committee to have every Girls State delegate and alternate attend an orientation or view the Orientation that is on the Department Web Site [www.michalaux.org](http://www.michalaux.org). Although attendance is not mandatory, it is **very beneficial to attend or view**. There is a lot of information given to the delegates and alternates. Girls State Committee members are available. If you would like to have a committee member attend your orientation, contact the Girls State Director **NOW**. When you set your date, take into consideration spring breaks, special activities of the schools in your District; including, proms, musicals, etc., to ensure the best attendance for your orientation. We will do everything in our power to have one of our six committee members available for your orientation. In Districts with large numbers of delegates, we are willing to do more than one orientation. In fact, we encourage you to hold more than one. If your delegates are unable to attend on the day you have chosen, perhaps they can attend an orientation in another district. As soon as the schedule starts filling up, it will be mailed to the District Chairmen. Let those delegates know where and when the other orientations are being held. The schedule will also be posted on the Girls State web page of the Department's website: [www.michalaux.org](http://www.michalaux.org). Please inform your girls that there will be a PowerPoint Orientation on the Website for girls that cannot attend your Orientation. Don't be too extravagant with your lunches. Punch and cookies are sufficient. **NOTE:** Many times delegates, sponsored by associate sponsors, are not included on orientation invitation lists. Feel free to contact the Department office to get the names of **all** delegates and their alternates from your district. *These girls need the orientation information, too.*

Printed certificates for presentation to your associate sponsors are available. Send the following information **to the Department Chairman**: name of the sponsor(s) (including American Legion Posts) the name, address, and zip code of the person to whom you want it sent. (Please allow 2-4 weeks for receipt.)

**DONATION AWARDS PROGRAM:**

The following awards will be given, at the 2010 Department Convention, for donations made to the Michigan American Legion Auxiliary Girls State program, in the 2009-2010 administrative year.

<u>Donations of</u>	<u>will receive:</u>
\$ 50.00 - \$ 250.00	A Certificate
\$ 251.00 - \$ 500.00	Name on Attorney General's Plaque at Department Office
\$ 501.00 - \$1,000.00	Name on Secretary of State's Plaque at Department Office
\$ 1,001.00 or more	Name on Governor's Plaque at Department of Office

Make check payable to: **AMERICAN LEGION AUXILIARY.**

Send donations to Department Headquarters: **212 N. Verlinden Street, Suite B, Lansing, MI 48915**

Earmark donation for: **AMERICAN LEGION AUXILIARY GIRLS STATE PROGRAM.**

**RECAP:**

1. You should interview your candidates: **MAKE SURE THEY WANT TO ATTEND.**
2. **Permission to leave before the program is completed must be obtained from the Girls State Chairman. If they leave before the program is completed, they will not receive their Girls State pin or Certificate of Completion.** The Certificate of Completion is desirable to include the Girls State experience on college and/or job applications.
3. Registration cards must be filled out completely and properly, with names, addresses, all signatures, and **if possible** be received in the Girls State office by **April 1, 2010.**
4. Medical forms must be properly completed. See "**MEDICAL FORM**" information.
5. Remind delegates there will be a choir for them to participate in.
6. **IF A DELEGATE FINDS SHE CANNOT ATTEND, MAKE SURE SHE KNOWS HOW TO CONTACT YOU OR THE DEPARTMENT OFFICE.** She should turn her packet of information in to you. If the forms have not been completed, the packet can be given to the alternate delegate for completion. Otherwise, request a new packet from the Department Office. You must then **notify the Girls State office of the change, in writing either via email or regular mail.** The email address is: [svandlen@michalaux.org](mailto:svandlen@michalaux.org)

The Girls State committee members are here and anxious to assist you with your Girls State program. If you have any question, no matter how insignificant it may seem, please ask. We want all the reservations available to be filled. **Our goal for 2010 is 400 Delegates.**

The Mission Statement of the National Committee is: To provide an outstanding, unique, and coveted educational opportunity to the young women of our nation that instills the basic ideals and principles of American government through our Girls State and Girls Nation citizenship training programs.

Let's get Michigan American Legion Auxiliary Girls State back in the game by ***stepping up to the plate and hitting a HOME RUN*** by increasing our number of Delegates and/or Alternates attending Girls State.

SAMPLE PRESS RELEASE FOR  
AMERICAN LEGION AUXILIARY GIRLS STATE

TO: (LOCAL PAPER) OR (SCHOOL PAPER)

DATE: (CURRENT DATE)

FOR FURTHER INFORMATION, CONTACT: (YOUR NAME) AMERICAN LEGION AUXILIARY GIRLS STATE CHAIRMAN OF (YOUR UNIT/DISTRICT NAME AND NUMBER), (YOUR TELEPHONE NUMBER)

**FOR IMMEDIATE RELEASE**

(YOUR NAME), AMERICAN LEGION AUXILIARY GIRLS STATE CHAIRMAN OF (YOUR UNIT/DISTRICT NAME AND NUMBER) ANNOUNCED TODAY THAT CANDIDATES INTERESTED IN ATTENDING THE 70th SESSION OF AMERICAN LEGION AUXILIARY GIRLS STATE, TO BE HELD AT (LOCATION TO BE ANNOUNCED), JUNE \_\_ TO JUNE \_\_\_\_, SHOULD CONTACT THEIR HIGH SCHOOL PRINCIPAL OR GUIDANCE COUNSELOR FOR MORE INFORMATION.

SINCE ITS BEGINNING IN 1941, APPROXIMATELY 30,000 YOUNG WOMEN OF MICHIGAN HAVE PARTICIPATED IN THIS PRACTICAL EXPERIENCE IN SELF-GOVERNMENT. THE PROGRAM IS BASED ON MICHIGAN STATE GOVERNMENT AT THE CITY, COUNTY, AND STATE LEVELS. IT EMPHASIZES THE IMPACT OF GOVERNMENT IN TODAY'S WORLD.

IT IS THE AMERICAN LEGION AUXILIARY'S MISSION TO PROVIDE AN OUTSTANDING, UNIQUE, AND COVETED EDUCATIONAL OPPORTUNITY TO THE YOUNG WOMEN OF OUR NATION THAT INSTILLS THE BASIC IDEALS AND PRINCIPLES OF AMERICAN GOVERNMENT THROUGH OUR GIRLS STATE AND GIRLS NATION CITIZENSHIP TRAINING PROGRAMS. THIS PROGRAM IS RECOMMENDED BY THE NATIONAL ASSOCIATION OF SECONDARY SCHOOL PRINCIPALS (NASSP).

YOUNG WOMEN WHO WILL COMPLETE THEIR JUNIOR YEAR OF HIGH SCHOOL IN JUNE OF 2010 ARE ELIGIBLE TO APPLY. OUTSTANDING ACHIEVEMENT IN HER SCHOOL AND COMMUNITY ARE CAREFULLY CONSIDERED. THE APPLICANT MUST BE ENTERING HER SENIOR YEAR OF HIGH SCHOOL IN THE FALL OF 2011. MORE INFORMATION IS AVAILABLE ON THE MICHIGAN AMERICAN LEGION AUXILIARY WEB PAGE AT [www.michalaux.org](http://www.michalaux.org), CLICK ON GIRLS STATE; OR CHECK THE NATIONAL GIRLS STATE WEB SITE AT [www.legion-aux.org](http://www.legion-aux.org).