

American Legion Auxiliary New Mexico Girls State 2021 Virtual Session Packet Check-in June 6 ---- Session June 7-11

Please print, read and fill out the following pages of information regarding American Legion Auxiliary New Mexico Girls State. You will be asked to sign your agreement and understanding of the following rules and guidelines for ALA NM Girls State on the signature forms (page 3-4). Please keep copies of all information and forms for your own reference.

Virtual Code of Conduct

Respect and Appropriate Conduct: As leaders in your community and schools you have been selected as delegates to the American Legion Auxiliary New Mexico Girls State program and are expected to conduct yourself with dignity. Delegates are required to show a high degree of respect for all individuals at ALA New Mexico Girls State at all times; this includes volunteers, other delegates, and guests. All attendees must obey the rules of ALA NM Girls State and respect the judgement of the Director(s) and Counselors. We encourage everyone to speak up during debates and discussions, but respect should be shown to everyone through words and deeds. No swearing or bullying (verbally or emotionally) is allowed. All contact of participants should be through provided online systems of the ALANMGS during appropriate program times. Any unwanted/inappropriate contact or issues of decorum should be reported to the ALANMGS program.

Americanism: American Legion Auxiliary is a government minded, Americanism focused, civic program. Education will cover topics in the study of city, county and state government, the American flag and Anthem, and other citizenship-oriented topics. The ALANMGS program strives to be a non-partisan program teaching the process of government not specific viewpoints and encourages all students to discuss/debate topics in respectful dialogues. All attendees will be required to take an active part in all activities of the program including saluting the Flag.

Participation: Delegate's participation is key to attending and completing the ALANMGS program which is a requirement for college credit and scholarship opportunities. Participation in the ALANMGS program includes such items as having your camera turned on for meetings, registering your name on meeting displays (no "guest user" or nicknames), speaking up and asking questions during sessions. As an ALA NM Girls State citizen, delegates must take a serious and conscientious interest in accepting the duties as elected/appointed officials.

Attendance: Delegates are required to attend all meetings and complete required assignments. Every effort must be made to be on time and delegates must attend the entire week. Staff will perform attendance checks during meetings. Occasionally technology issues happen, in the occurrence you are unable to reconnect or attend a meeting please contact the director for assistance.

Complete Assignments: Delegates will have some required assignments and learning they will be tasked to complete individually with further learning on these topics during city/group government meetings. ALANMGS encourages you to complete these items in the manner that best suits your learning style whether individually or collaboratively with other citizens of ALA NM Girls State. In the instance that citizens work together on individual assignments all users must still submit their own copies of the assignments. Delegates must complete all required projects including pre-session legislation and a post-session formal report to be marked as "completed" in American Legion Auxiliary New Mexico Girls State.

Dress: ALANMGS expects attendee dress and grooming to reflect high standards of personal conduct. Delegate's attire ought to promote a positive, safe and healthy atmosphere during the ALANMGS virtual event. Guests will occasionally join sessions, especially for swearing in of elected officials. We recommend all individuals be dressed appropriately in a manner expected of leaders of New Mexico. Examples of this include nice top with no holes/tears, inappropriate sayings, or that is not overly revealing. On occasion dressing in business casual could be appropriate when making campaign speeches or taking oath of office.

Atmosphere: ALANMGS recommends delegates make all effort to reduce distractions, both visual and audible, in their environment while attending virtual sessions. When needed students should mute/unmute themselves during meetings to reduce extra noises.

Driving or Other Dangerous Distracting Activities: For the safety of the participant and those observing, no attendee should drive or participate in any dangerous distracting activities while attending meetings of the ALA NM Girls State virtual session.

Smoking/Drinking/Drugs/Vaping: American Legion Auxiliary New Mexico Girls State follows the standard smoking/drinking/drugs/vaping laws. Anyone under the age of 18 is not permitted to perform these illegal activities while attending the ALA NM Girls State virtual session. Anyone seen smoking/drinking/vaping/or doing drugs during a virtual session will be dismissed from the program.

Cell Phone: Cell Phones are not permitted during any meetings, except as the device for session participation. All participants are expected to be active citizens of ALA NM Girls State and should avoid distractions like cell phone messaging, games, etc. during meetings. Limited use of a cell phone for research purposes on a meeting topic is permitted.

- If a delegate is found using their phone during meetings, they will be given a warning.
- If the delegate is found using their phone a second time they may be dismissed from the program.

Positive Campaigning: While friendly rivalry between parties exists at ALA NM Girls State, negative campaigning against individuals running for office will not be allowed. All campaigns should focus on each individuals' positive attributes and qualifications for office. This positive campaigning should also continue through whistle stop interviews and the interactions of each ALA NM Girls State member and their perspective candidates. This includes defacing or removing of campaign material.

Campaign Material: Campaign material (graphics, videos, etc.) made prior to the ALA NM Girls State session will not be allowed. Delegates will be given time during session after petitioning for office to create their campaign materials/videos. Instructions and access to online tools will be provided during session. Delegates can assist others with campaign materials, but individuals should not seek extended assistance outside of the ALA NM Girls State program attendees. No delegate should purchase graphics, materials, etc. for their campaign materials. We encourage everyone to be creative with their use of technology but ultimately, they should rely on their message and campaign speeches when running for office.

If you have any questions, please contact:

Alisha Jones

American Legion Auxiliary New Mexico Girls State Director

director@alanmgirlsstate.org

All information must be read, and the signature forms (page 3-4) signed and submitted no later than Sunday, June 6.

Documents can be sent in one of two ways.

1. Mailed: Send the signature forms (page 3-4) by mail no later than Friday, May 28 to:
ALA Dept of New Mexico 1215 Mountain Rd. NE Albuquerque, NM 87102
2. Emailed: Scan the signature forms (page 3-4) and email no later than Sunday, June 6 to:
director@alanmgirlsstate.org
If you do not have a scanner we recommend downloading a scanning app for your mobile device such as [Scannable](#) for iPhone or [Adobe Scan](#) for Android.

Delegate Name _____

Phone Number _____ Email _____

School Name _____

Delegate and Parent/Guardian Acceptance

I, _____, in consideration of the acceptance of my application and the training benefits to be derived by me as a citizen of the American Legion Auxiliary New Mexico Girls State, do hereby agree to be in attendance for the entire session and conduct myself according to all rules and regulations established for the governing of ALA New Mexico Girls State, which is sponsored and conducted by the American Legion Auxiliary, Department of New Mexico. I understand that my participation in the ALA New Mexico Girls State program is a privilege, and I will actively participate in all activities and fulfill my responsibilities at ALA New Mexico Girls State in every capacity to which I may be assigned.

I do not have any applications pending nor will schedule any programs that will affect my attendance at ALA New Mexico Girls State.

I acknowledge that I have discussed this application with my parents/guardians, and they do not object to my attending American Legion Auxiliary New Mexico Girls State.

I understand and accept the eligibility requirements as presented by the American Legion Auxiliary Department of New Mexico.

Signature of Delegate

Date

Signature of Parent/Guardian

Date

Signature of Parent/Guardian

Date

Photo Release

I, being Parent/Guardian of _____, hereby consent that any photographs, films, audio, and visual recordings for which she posed may be used by the American Legion Auxiliary and the American Legion Auxiliary Girls State program, its assigns, subsidiaries, successors, and/or affiliated entities, in the manner they may desire, including but not limited to newspaper, audio/visual productions, television, radio and digital recordings and postings on the organizations' website and social media. Furthermore, I hereby consent that such interviews, photographs, films, audio and visual recordings and digital imaging from which they are produced become their property, and they shall have the right to sell, duplicate, reproduce and make other uses of such photographs, films, audio and visual recordings and digital imaging, as they may desire, and for any legal purpose, free and clear of any claims for remuneration or otherwise, on my part.

Signature of Parent/Guardian

Date

Signature of Parent/Guardian

Date

Delegate Name _____

Phone Number _____ Email _____

School Name _____

Health and Safety Disclosure

For the safety of the delegate and for the safety of the other American Legion Auxiliary New Mexico Girls State citizens, the following guidelines must be read and agreed to by the applicant and her parent/guardian(s).

1. If anyone makes you feel uncomfortable, immediately notify your City Counselor or the ALANMGS Director.
2. Use technology appropriately.
3. Read the schedule provided and be on time for all virtual meetings. Head counts will be made by ALANMGS staff. Immediately contact your City Counselor or the ALANMGS Director if an emergency arises, and you will not be able to attend any meeting.
4. Abide by the Code of Conduct.

We have read the Health and Safety Disclosure. We understand that these rules are in place to protect the citizens. Furthermore, the delegate accepts responsibility to adhere to the rules and the parent/guardian supports the ALA New Mexico Girls State staff in administering the rules. If the delegate fails to function within the rules, she will not be allowed to participate, and the sponsoring ALA Unit and school will be notified. Participation at ALA New Mexico Girls State will not be acknowledged on her transcript, college applications or resume and the participant will not be eligible for college credits or any scholarships associated with the ALA New Mexico Girls State program.

Signature of Delegate

Date

Signature of Parent/Guardian

Date

Signature of Parent/Guardian

Date

Health Certification

As her parent/guardian(s), I certify that she is in good physical and mental condition. There are no health restrictions that would inhibit her participation in the program, and the above information is accurate and true.

Signature of Parent/Guardian

Date

Signature of Parent/Guardian

Date