



American Legion Auxiliary  
California Girls State  
**2024**  
Alternate Parent/Guardian Packet



Dear Alternates and Parents/Guardians,

Please read the following four pages regarding American Legion Auxiliary California Girls State. You will be asked to sign your acceptance and understanding of the following rules and guidelines for ALA CA Girls State on signature pages that will be emailed after the online application is completed, first to Parent/Guardian #1, then to Parent/Guardian #2 if applicable, then to the Alternate.

**Please keep copies of all information and forms for your own reference.**

**Alternate and Parental/Guardian Acceptance**

No application will be accepted without signature forms completed and signed by the ALA Girls State Alternate and the Alternate's parent(s)/guardian(s).

We understand and accept the following eligibility requirements:

- a. Limited to 11<sup>th</sup> grade students for the 2023-2024 school year (public, private, or home school). Each Alternate must plan to continue high school and attend one or more semesters immediately following the ALA Girls State session.
- b. Previous ALA Girls State Citizens are not eligible as Alternates. The ALA Department Chairperson may accept or reject any applicant.
- c. Alternates shall be selected on the basis of outstanding leadership, scholastic merit, interest in community and government, character, honesty, and cooperativeness. Alternates should be independent in the physical requirements of daily living. If not, the Alternate's family must provide an ATTENDANT AT THEIR OWN EXPENSE. This attendant must be a minimum of twenty-one (21) years of age, be female, pass a background check, and attend the entire session.
- d. Alternates who have an underlying medical condition must have medical clearance from their licensed physician to attend ALA California Girls State.
- e. Alternates must be willing to conform to all medical regulations specified by federal and state law, the California Department of Public Health, and as stated in the medical sections. Alternates are strongly recommended to be current with all vaccinations recommended by CDC, including COVID-19 and flu. Any Alternate who becomes sick during the session must leave the campus as soon as reasonably possible and the Alternate's family is responsible for arranging transportation home and any associated costs.
- f. Alternates must be of excellent character and citizenship and should be in the upper third of their class scholastically.
- g. If the Alternate becomes a Delegate, upon return from ALA Girls State, the Delegate must be willing to relate the interest and sense of responsibility of government the Alternate gained from participating at ALA Girls State to the school, community, and sponsors.
- h. The sponsoring ALA Unit makes the final selection of the Alternate after recommendations and interviews. Final acceptance of the Alternate is dependent on all paperwork being completed and eligibility requirements satisfied.
- i. ALA Girls State is an environment free of drugs, alcohol, tobacco, vaping, bullying, and harassment. If the Alternate becomes a Delegate, should the Delegate not comply with these expectations, the Delegate will be dismissed from the program and sent home at the parent/guardian's expense.
- j. If the Alternate becomes a Delegate, once at the ALA Girls State session, if it is determined that these eligibility requirements have not been met, the Delegate will be sent home *at the Delegate's own expense* and the Unit Enrollment fee (\$425) will be repaid to the sponsoring ALA Unit by the parent/guardian or Delegate.
- k. **If the Alternate becomes a Delegate, then fails to attend, and another qualified Alternate from the school is not able to attend, then the Enrollment Fee (\$425) will be repaid to the sponsoring Unit by the parent/guardian or Delegate. The parent/guardian or Delegate will also be responsible for repaying the full Enrollment Fee (\$425) to the sponsoring ALA Unit if the Delegate leaves the ALA Girls State session prior to the closing ceremony.**
- l. If the \$75 Registration Fee is paid by the Alternate or parent/guardian, it is non-refundable.

### Health & Safety Guidelines

For the safety of the Delegate and for the safety of the other ALA Girls State Delegates, the following guidelines must be read and agreed to by the applicant and the applicant's parent(s)/guardian(s).

1. All Girls State Delegates must check-in with the Nurse and Counselors during the check-in process.
2. **ALL** medications (prescription and/or over-the-counter) **must be surrendered** to the **Nurse during check-in** except for an Epi-pen or inhaler. If a Delegate is not feeling well, the Delegate must go to the Nurse accompanied by two other Delegates.
3. ALA Girls State Delegates must always travel at least in pairs. ALA Girls State relies on the buddy system for safety. The university is an open campus.
4. If there is an accident, send two Delegate runners to the Nurse. A third Delegate stays with the injured person. Attempt to keep the injured person calm and in place. Advise a Counselor as soon as possible.
5. Stay within the boundaries of the portion of the campus being used for the ALA Girls State program.
6. Always advise your Counselor/City Liaison when you must be away from your city.
7. You may not stay in your room when your city is not on the floor. If you are not feeling well, advise your Counselor/City Liaison and go to the Nurse's station with two other Delegates.
8. If anyone makes you feel uncomfortable, immediately inform your City Counselor or the Chief Counselor.
9. Cell phone calls/text messages may only be placed during scheduled recreation time. If you have an emergency, you must explain the situation to your Counselor. The Counselor will give permission for you to take or make a call or text message.
10. Always use technology appropriately.
11. Window coverings in dorm rooms must be completely closed while Delegates are in the room during night hours. Doors must be locked at all times when you are away from the dorm room. Do not open the door without first asking, "Who is it?" and recognizing the person.
12. The campus conducts other conferences and classes during the time ALA Girls State is active. Delegates should not engage in conversation with those not involved in the ALA Girls State program. Always be cautious! If approached by others, report the advances to your City Counselor.
13. At all times, when outside your dorm room, wear around your neck the lanyard with your nametag and room key/fob. Lost keys/fobs will cost the Delegate \$30.
14. Read the schedule in your handbook and be on time for meetings, ceremonies, meals, etc. Headcounts will be made by your Counselor/City Liaison throughout the day. Only the Nurse or a Counselor may excuse you from a meeting or activity.

**All information must be read. Electronic signature forms must be completed before **March 15, 2024**.**

**If you have any questions, please contact:**

**Allyn Kau**

**American Legion Auxiliary California Girls State Department Chairperson**

**[ALACAGSChair@gmail.com](mailto:ALACAGSChair@gmail.com)**

**(562) 444-8296**

## TRANSPORTATION

**Parents/Guardians, please carefully review this information with your Alternate. There will be transportation questions in the online application. Any changes made to responses to these transportation questions after the application deadline may not be able to be accommodated.**

If an Alternate becomes a Delegate, Delegates who attend a school located north of Salinas or Fresno are responsible for their transportation to and from Sacramento State University.

- Delegates must arrive between 7-9:00am on Tuesday, June 25 and depart at 4:00pm on Sunday, June 30.
- There is no parking available on campus.
- Delegates cannot drive themselves to and from Sacramento State University.
- There is no transportation provided to or from the airport, train station, or anywhere else.

American Legion Auxiliary Department of California will coordinate charter bus transportation for Delegates who attend a school located more than two hours south of Sacramento State University.

The online application gives Alternates an opportunity to choose ONE of the following in the event that they become Delegates:

- A. bus transportation both to and from Sacramento State University,
- B. bus transportation only to Sacramento State University and private transportation after the session,
- C. private transportation to Sacramento State University and bus transportation after the session, or
- D. private transportation both to and from Sacramento State University.

The American Legion Auxiliary CA Girls State volunteers will use the responses submitted by the March 15 application deadline to determine the number of buses required and their routes.

- Buses will arrive at Sacramento State University between 7-9am on Tuesday, June 25 and leave Sacramento State University after Closing Ceremonies on Sunday, June 30. **This means that buses will leave some stops late Monday evening, June 24 and arrive very early morning on Monday, July 1.**
- Buses will be scheduled to pick up and drop off at locations with large parking lots near the freeway.
- Specific bus stop pickup and drop-off times and locations will be distributed in early June.
- Consult your ALA Unit Girls State Chairperson to determine how transportation costs are paid.

**American Legion Auxiliary California Girls State  
2024 Alternate Parent/Guardian Packet**

**Alternate's Acceptance**

I, the undersigned, in consideration of the acceptance of this application and the training benefits to be derived by me as an Alternate of the American Legion Auxiliary California Girls State, do hereby agree if I become a Delegate to be in attendance for the **entire session (from check-in between 7-9am on Tuesday, June 25 through check-out at 4:00pm on Sunday, June 30)** and conduct myself according to all rules and regulations established for the governing of ALA California Girls State, which is sponsored and conducted by the **American Legion Auxiliary**, Department of California. I understand that my participation in the ALA California Girls State program is a privilege, and I will actively participate in **all** activities and fulfill my responsibilities at ALA California Girls State in every capacity to which I may be assigned. I understand that I cannot leave campus or engage in summer school or AP/IB coursework, interviews, appointments, or any other outside activity during the session.

**I do not have any applications pending nor will schedule any program that will affect my attendance at ALA California Girls State.**

\_\_\_\_\_  
Signature of Alternate

**Alternate and Parental/Guardian Acceptance**

We understand and accept the eligibility requirements as written on page 1 of the Alternate Parent/Guardian packet. If the **Alternate becomes a Delegate, then fails to attend**, and another qualified Alternate from the school is not able to attend, we will repay the Enrollment Fee (\$425) to the sponsoring ALA Unit. If the Alternate becomes a Delegate, then leaves prior to the conclusion of the Closing Ceremony, we will repay the full Enrollment Fee (\$425) to the sponsoring ALA Unit.

\_\_\_\_\_  
Signature of Alternate

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

**Release for Minors-Photos/Social Media**

I, being Parent/Guardian of \_\_\_\_\_, hereby consent that any photographs, films, audio, and visual recordings for which the Alternate 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

**Alternates who have not received Measles Vaccination**

This document will certify that I/we, the undersigned parent(s) or guardian(s) of \_\_\_\_\_ has/have agreed to be solely liable in the case that my/our child contracts measles. In the case that my/our child contracts measles, it is my understanding that we will need to immediately provide transportation at my cost to return my/our child home.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

Alternate Name \_\_\_\_\_

District # \_\_\_\_\_

Unit # \_\_\_\_\_

Phone Number \_\_\_\_\_

School Name \_\_\_\_\_

**Health & Safety Disclosure**

We have read and agreed to the Health & Safety Guidelines on page 2 of the Alternate Parent/Guardian Packet. We understand that these rules are in place for the safety of the Alternate and for the safety of the other American Legion Auxiliary California Girls State Delegates. Furthermore, the Alternate accepts responsibility to adhere to the rules and the parent/guardian supports the ALA California Girls State Staff in administering the rules. If the Alternate becomes a Delegate, and fails to function within the rules, the Delegate will be sent home at the Delegate's own expense, the sponsoring Unit will be notified, and participation at ALA California Girls State will not be acknowledged on the transcript, college applications, or resume.

\_\_\_\_\_  
Signature of Alternate

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

**Health Certification**

As parent/guardian, I certify that my/our child is in good physical and mental condition. There are no health restrictions that would inhibit my/our child's participation in the program, and the information submitted in the online application is accurate and true.

I understand that if my/our child becomes ill, my/our child must leave the campus immediately (driving time to Sacramento State plus two hours) and that I am responsible for that transportation. The University will not house my/our child in quarantine on campus.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

**Consent to Medical Treatment and Hospital Services**

This will certify that I/we, the undersigned parent(s) or guardian of \_\_\_\_\_ do, in the event that my/our child becomes a participating member of the American Legion Auxiliary California Girls State, to be held in Sacramento, CA on the California State University, Sacramento campus between the dates of **Tuesday, June 25, 2024 to Sunday, June 30, 2024** (inclusive), hereby consent and grant permission, should the necessity of medical care arise, to the furnishing of medical treatment and hospital services as ordered or recommended by a qualified attending physician, including the administration of an anesthetic, laboratory procedures, medical or surgical treatment, x-ray examination, or other hospital services. Permission is also granted for minor treatment, including the use of emergency First Aid medications and bandages and to the Nurse to administer over-the-counter medications and minor medical care per the manufacturer's guidelines by the American Legion Auxiliary CA Girls State Staff or Nurse. Based on my/our child's medical history and medication regimen, permission is granted for my/our child and the ALA CA Girls State Nurse to develop a medication administration plan(s) to be administered during the program.

I/We agree that in no event will the American Legion Auxiliary, Department of California or its officers, leaders, or agents become liable for the first aid rendered, treatment, drugs, medicines, or surgical procedures performed pursuant to the consent; that the undersigned hereby holds such parties harmless from any liability which may occur as a result of this consent. The undersigned will fully inform said Auxiliary of the physical condition of my/our child/ward, and any other matter concerning my/our child, which may create a special problem or require special treatment.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

**Medical Insurance**

**Please check only ONE box.**

I **have** medical/health insurance. I accurately submitted my medical/health insurance information on the online application.

I **do not** have medical/health insurance coverage. **WAIVER OF MEDICAL INSURANCE:** My/Our child, \_\_\_\_\_, is not covered by medical/health insurance. I/We agree to pay for any and all medical treatment deemed necessary by any qualified medical professional (paramedic or doctor) in the event my/our child requires medical treatment.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date