



American Legion Auxiliary  
Department of California  
District 28  
Girls State  
August 7, 2022

**CODE CHANGES:**

**Department Code:**

1. Copies of correspondence and all other material forwarded to Units and delegates shall be sent to the Department Chairman, Director, Members of the Committee, District Chairmen with a complete set forwarded to the Department Office. (2022)

**Unit/Unit Chairman's Responsibilities:**

1. Unit Procedures for Selection of Candidates: All materials and necessary information relative to the qualifications and methods of selection shall be presented to the school representative by the Unit Chairman or her substitute. The recommendation of candidates and alternates shall be made by the school faculty and provided to the sponsoring Unit.
2. Only the Unit shall have final approval of the recommendations, subject to acceptance by the Department Chairman. When the Unit has chosen the delegate, the fee and transmittal form shall be forwarded to the Department Office no later than March 31st as provided in the instructions. Publicity with parent/guardian consent may be released indicating that the delegate has been chosen. If the selected delegate and first alternate, due to circumstances beyond control, cannot attend the ALA Girls State Session, a second alternate selected in the same manner shall attend to prevent forfeit of the Unit fee. (2022)
3. The signature page must be signed by the delegate and parent/guardian (2022)
4. Units/Sponsors must adhere to the following instructions:
  - a. Prior to the selection process, the Unit Girls State Chairman and Unit President must review the written and/or video instruction about candidate selection and abiding by federal and state anti-discrimination laws. (2022)

**Girls State Director's Responsibilities:**

1. Shall invite not more than four of the ALA Girls State Citizens from the previous session to return to the current sessions and be assigned specific staff duties. (2022)

2. Shall file with the Department Office a complete set of all materials given to the delegates, including the roster for future references after the close of ALA Girls State Session. (2022)

**Eligible Delegates' Responsibilities:**

1. Limited to students who are 11th grade students for the current school year (public, private, or home schooled). Each delegate must plan to continue high school and attend one or more semesters immediately following the ALA Girls State session. (2022)
2. Delegates shall be selected on the basis of outstanding leadership, scholastic merit, interest in community and government, character, honesty, and cooperativeness. Delegates should be independent in the physical requirements of daily living. If not, they must provide an ATTENDANT AT THEIR OWN EXPENSE. This attendant shall be a minimum of twenty-one (21) years of age, female, and must be able to attend the entire session. (2022)
3. Delegates who have an underlying medical condition must have medical clearance from their licensed physician to attend California ALA Girls State. (2022)

**School Faculty Guidelines:**

1. As a guide to the school faculty the following information shall be provided for use in selecting the most qualified delegate. (2022)
2. Should possess qualities of courage and honesty, and be cooperative with others. Delegate, upon her return from ALA Girls State, must be willing to relate the interest and sense of responsibility of government she has gained from participating at ALA Girls State to her school, her community, and sponsors. (2022)
3. The delegate and/or alternate shall be informed that final acceptance is dependent upon all papers being in order and all eligibility requirements have been satisfied. The Unit makes the final choice after recommendations and interviews. (2022)

Respectfully submitted

Linda Lara-Guzman  
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