

# **What is Alabama YMCA Youth in Government?**

# Alabama YMCA Youth in Government Mission

*“Democracy must be learned by each generation.”*

The YMCA Youth in Government program began over fifty years ago with only a few students. However, in the past few decades, the program has grown to include over 1,500 Alabama youth in the Youth in City, Youth Judicial, and Youth Legislature programs.

In that time, the Youth in Government program has fulfilled its mission of “building a better tomorrow from the youth of today.” It has not only taught participants about their government and present day issues, but it has pushed participants to reach within themselves and make good decisions. It also has taught youth to stand firm in their principles and to be tolerant of other’s beliefs. The graduates of the Youth in Government program have gone on to hold some of the most influential positions in our state and country.

The Alabama YMCA Youth in Government program will continue to strive to increase awareness of contemporary politics, its challenges and solutions. By getting young Alabama citizens involved, we are investing in all that follows. We are helping to create a better, more promising future.

## **The goals of the program include:**

1. Understanding formal and informal government structures;
2. Actively participating in the legislative, judicial, executive, and political processes;
3. Enriching the formal education process with realistic learning experiences;
4. Becoming aware of societal trends and their solutions;
5. Developing confidence in and dedication to the democratic process;
6. Learning participative leadership skills;
7. Appreciation for differing points of view;
8. Gaining/Improving communication skills;
9. Learning accountability and respect for others’ rights;
10. Applying moral and ethical valuing processes to public policy making;
11. Providing career exposure opportunities for teens;
12. Understanding and accepting the concept of “Servant Leadership” over power-based models.

# Alabama YMCA Youth in Government Purpose

To prepare outstanding, motivated, high achieving young people for moral and political leadership in the American Democratic Process by providing guidance, training, and experience in the theory and practice of determining public policy.

It is possible to describe in four broad categories the ways in which Youth in Government educates its participants. First, students learn core skills that they can apply to parts of their lives: they learn to conduct research, build organizational leadership, decision-making and problem solving skills, improve their command of language, and learn to better speak, debate, negotiate, compromise, persuade, and listen to others. Second, by discussing real world issues, students learn to think about these issues as well as about state politics. Third, by having to think of viewpoints of others, students learn about other viewpoints, policy ideas and concerns, and research and debate.

The fourth and most important thing Youth in Government does, because of the first three sets of skills are achievable by many other ways, is force students to look into another person's eyes, listen to their concerns, understand their differences, and learn how to still learn through compromise. In many ways, Youth in Government prepares individual participants for life through the development of all these skills, while providing more knowledgeable, open-minded, and civic-focused individuals who care about others.

## **The YMCA Difference**

There are many notable youth leadership programs across the country; however, the YMCA Youth in Government program is distinctly different. Our program is designed to not only provide a challenging academic experience but to guide students in personal development. The program is framed on the four core values of honesty, caring, respect and responsibility. These values create a culture that while academically engaging; ensure that students leave our program with the understanding of interpersonal skills that are necessary to succeed in their future endeavors.

Students have the opportunity to participate in servant leadership. They not only receive procedural training but leadership sessions focused on connecting students to the four core values. Participants in the program can expect to grow personally while debating current issues-this is the YMCA difference.

# Alabama YMCA Youth in Government Program History

- ★ The YMCA Youth in Government program began fifty-eight years ago and was first implemented in 1949 with only a few students.
- ★ In the past few decades, the Youth in Government program has grown to include over 1500 Alabama youth per year in both the Youth Judicial and Youth Legislature Programs.
- ★ During this time, the Youth in Government program has fulfilled its mission of “building a better tomorrow from the Youth of today.”
- ★ The Youth in Government Program has not only taught participants about their government and present day issues, but it has pushed participants to reach within themselves and make good decisions.
- ★ The Youth in Government Program has taught youth to stand firm in their principles and to be tolerant of other’s beliefs.
- ★ The graduates of Youth Legislature and Youth Judicial have gone on to hold some of the most influential positions in the state and in the country.
- ★ The Alabama YMCA Youth in Government program will continue to strive to increase awareness of contemporary politics, its challenges and solutions.
- ★ The Youth in Government Program gets the young Alabama citizens involved; therefore, we are investing in the future.
- ★ Not only do the Youth in Government programs promote leadership, responsibility, and values but they also provide opportunities to create relationships with people from all over Alabama.
- ★ YMCA Youth in Government programs are an excellent chance to work with students who have similar beliefs and goals; and build friendships that last a lifetime.

*“Democracy must be learned by each generation.”*

## 2009 – 2010 CALENDAR

	What	When	Where	How Much*
2009	<b>Pre-Youth Judicial</b>	Sept. 20	Montgomery	No Cost
	<b>Fall Planning</b>	September 12-13	YMCA Camp Chandler	\$40
	<b>Youth Judicial EARLY BIRD Registration Begins</b>	August 14	<a href="http://www.alyig.org/register">www.alyig.org/register</a>	\$220*
	<b>Youth Judicial REGULAR Registration Begins</b>	October 1	<a href="http://www.alyig.org/register">www.alyig.org/register</a>	\$235*
	<b>Youth Judicial LATE Registration Begins</b>	October 22	<a href="http://www.alyig.org/register">www.alyig.org/register</a>	\$245*
	<b>Youth Judicial Officer Training</b>	October 24-25	YMCA Camp Chandler, Wetumpka, AL	\$20
	<b>Youth Judicial</b>	November 14-16	Montgomery, AL	
	<b>Youth Legislature EARLY BIRD Registration Begins**</b>	November 16	<a href="http://www.alyig.org/register">www.alyig.org/register</a>	\$210*
2010	<b>District Meetings</b>	See Website	<a href="http://www.alyig.org/leg">http://www.alyig.org/leg</a>	No Cost
	<b>Youth Legislature REGULAR Registration Begins**</b>	January 14	<a href="http://www.alyig.org/register">www.alyig.org/register</a>	\$225*
	<b>Youth Legislature Officer Training**</b>	January 29-30	YMCA Camp Chandler, Wetumpka, AL	\$40
	<b>Bills Published Online</b>	January 29	<a href="http://www.alyig.org/leg">www.alyig.org/leg</a>	No Cost
	<b>Youth Legislature LATE Registration Begins**</b>	February 4	<a href="http://www.alyig.org/register">www.alyig.org/register</a>	\$235*
	<b>Youth Legislature</b>	February 26-28	Montgomery, AL	
	<b>Jr. Youth Legislature</b>	February 26-28	Montgomery, AL	
	<b>Jr. Youth Leg (Montgomery Area)</b>	February 26	Montgomery, AL	
	<b>Collegiate Legislature</b>	March 4 – 6	Montgomery, AL	See <a href="http://www.cleg.org">www.cleg.org</a>
	<b>YMCA Conference on National Affairs</b>	July 3 – 8	Black Mt., NC	<a href="http://www.ymcacona.org">www.ymcacona.org</a>
	<b>YMCA Christian Values Conference</b>	July 18 – 22	Black Mt., NC	See <a href="http://www.ymcacvc.org">www.ymcacvc.org</a>
	<b>Jr. Christian Values Conference</b>	July 23-25	Black Mt., NC	See <a href="http://www.ymcacvc.org">www.ymcacvc.org</a>

\*Conference registration fees include a meal ticket. Conference T-Shirts will also be given to all participants who register at least 2 weeks before the start of the conference. ALL registration will be done online through [www.alyig.org](http://www.alyig.org).

\*\* All Youth Legislature Officers, Press, Lobbyist, SC Justices must be registered by the Early Bird Date.

**The ‘*How To’s*’  
of  
Starting and  
Building a  
Government Club!**

# Alabama YMCA Youth in Government

## Questions most often asked about Government Clubs

### ...What is a Government Club?

A Government Club is a High School club composed of any student interested in local, state, or national government or politics. This club provides an opportunity for students to become involved in as many phases of state government as possible—legislative, judicial, executive, press, page, and lobbyist through the YMCA Alabama Youth in Government Program.

### ...How old do you have to be?

Grades 9-12

### ...Is there an affiliation fee?

**NO! There is no fee to start or join a Government Club!!!**

### ...Who may be a member?

Any student who wants to see what it is like to be a government leader, network with other students from all across the state and the nation, or learn about values, leadership and responsibility while having a great time in the process.

### ...Who may be an advisor?

Any teacher, parent, or community leader who possesses a strong interest in leading a group of high school aged participants in experiences related to leadership training, personal growth, service to others, and social development. Advisors must be at least 21 years old and approved by the YMCA.

### What activities does the YMCA provide for me to get involved?

- Fall Planning Retreat
- Pre-Youth Judicial District Meetings
- Youth Judicial Officer Training
- Youth Judicial Program
- Youth Legislature District Meeting
- Youth Legislature Officer Training
- Youth Legislature
- YMCA Conference on National Affairs
- YMCA Christian Values Conference

### ...How can my school get involved?

Read the next page, "Starting a Youth in Government Club", and contact the State Office:

**Britton YMCA  
P.O. Box 2336  
Montgomery, AL 36102  
(334) 269-4362  
[www.alyig.org](http://www.alyig.org)**

# Alabama YMCA Youth in Government Starting a Youth in Government Club

First, congratulations on wanting to take the step in creating a Youth in Government club! Many caring adults have taken the same step as you are considering. To get started, you need four things:

## **1. Commitment to the Program**

Clubs that have the support of their school or YMCA administrations are more likely to be successful. Three of the biggest challenges advisors have are internal paperwork requirements, securing funding, and arranging transportation. With the support of your administration, these three challenges will be reduced – if not eliminated.

## **2. Place to Meet**

The most successful clubs have regularly scheduled meetings in preparation for Youth Judicial and Youth Legislature. Some delegations meet at their YMCA or school. Others have arrangements to meet at their town hall, community centers, library or even the basement of churches or other non profit organizations.

When trying to secure a meeting place, keep in mind its accessibility and availability. You will want a meeting place your students can easily get to and find.

## **3. Advisors**

An advisor that is dedicated to the program is essential to the success of the group. The advisor should be someone available for the weekly meetings, accessible to students (on students' hours), and able to motivate them.

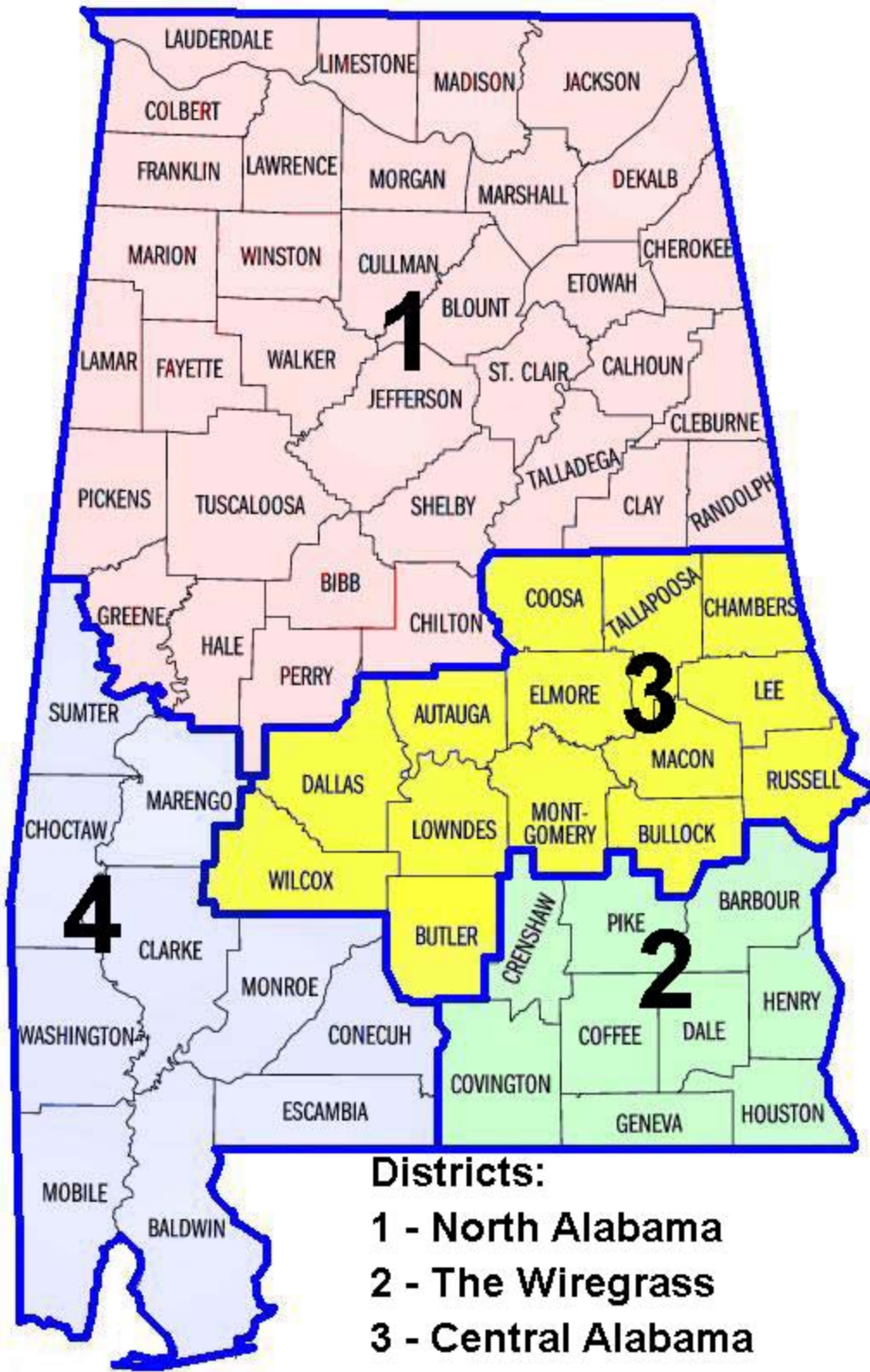
## **4. Students**

Identifying the students is also very important to the program's success. The ideal students to start a club with are those interested in public policy, government, debating, or law. Although there is no model student for the program, these students generally are most interested – and are the leaders of their schools (which helps with recruitment). The student leaders for your club at the beginning should be outspoken, friendly, and responsible individuals who are willing to work.

It is very important that you speak with the YMCA program staff during the club start-up process. We are here to help you every step of the way. Feel free to call us at any time!

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# ALABAMA YMCA YOUTH IN GOVERNMENT DISTRICTS



# Alabama YMCA Youth in Government Program Descriptions

**\* Please register online ([www.alyig.org](http://www.alyig.org)) for all programs.**

## **Pre-Youth Judicial Meeting**

This is a preparation meeting for students interested in participating in the Youth Judicial Program. Teams of six students take on the roles of lawyers and witnesses and try a mock case before youth judges. Each district will have a local Pre-Judicial meeting. At Pre-Judicial, the students watch as actual attorneys demonstrate many of the elements needed to try their case at the state program. Everyone who attends their local meeting will also vote on their choice for Youth Judges who will preside in November.

### **Dates:**

District 1: September 27<sup>th</sup>, Birmingham

District 2 & 3 : September 20<sup>th</sup>, Montgomery

District 4: September 20<sup>th</sup>, UMS-Wright, Mobile

## **Fall Planning Retreat**

About 150 young leaders (Grades 9-12) meet at YMCA Camp Chandler to plan the Youth Judicial and Youth Legislature Program for the year. These students recommend changes for the program as well as rally the support of members from all over the state. The weekend event serves as an introduction to the program as well as an opportunity for prospective leaders to assume positions in the process. It is a must for new clubs and their advisors.

When: Saturday and Sunday, September 12<sup>th</sup>-13<sup>th</sup>, 2009  
Where: YMCA Camp Chandler – Wetumpka, Alabama  
Grades: 9-12 (Must be either YIG club members or Student YMCA members)  
Cost: \$40.00

## **Youth Judicial Officer Training**

Officers of the Youth Judicial Program are provided intensive training for the Youth Judicial Program. Officer training is a requirement towards serving as an officer at the Youth Judicial Program.

When: October 24<sup>th</sup>-25<sup>th</sup>, 2009  
Where: YMCA Camp Chandler – Wetumpka, Alabama  
Requirements: Youth Judicial Officer (Judges, bailiffs, sheriff and deputy sheriffs)  
Cost: \$20.00

## State Youth Judicial Program ~ [www.alyig.org/judicial](http://www.alyig.org/judicial)

This is a hands-on mock trial competition where students try an actual case and are scored by youth judges. Students work with attorneys, as team coaches who help them understand the judicial system.

When: Saturday - Monday, November 14<sup>th</sup> -16<sup>th</sup> , 2009  
Where: Montgomery, Alabama  
Grades: 9-12 (Must be either YIG club members or Student YMCA members)  
Cost: \$220.00 per person, includes shirt and meals (Early Bird Special)  
Registration Due: **October 22, 2009 (after this date fees are \$245.00, includes meals)**

## Youth Legislature District Meetings

Each of the four state districts will hold a District Meeting in January. The students at the Fall Planning Meeting determine these dates and times. District meetings are the forums where candidates for office are nominated and district support is gathered. All Youth Legislature forms and amendments are distributed at this meeting. Special attention is given to practicing parliamentary procedure for the session.

When: TBD at Fall Planning  
Where: TBD at Fall Planning  
Grades: 9-12 (Must be either YIG club members or Student YMCA members)  
Cost: No Charge

## Youth Legislature Officer Training

Officers of the Youth Legislature Program are provided training for the Annual YMCA Youth Legislature Program. Officer training is a mandatory event for all officers listed below.

When: February 6<sup>th</sup>-7<sup>th</sup>, 2010  
Where: YMCA Camp Chandler, Wetumpka, Alabama  
Requirements: Current Youth Leg. Officer, Supreme Court Justices, Gov. Cabinet Member, Committee Chair, Lobbyist and Press  
Cost: \$40.00

## YMCA Youth Legislature

A hands on program where over 500 high school students take over state government for three days. Participants are required to write a bill on a topic of their choice and take it through the legislative process. Exciting elections, dances and lots of fellowship top off this wholesome educational experience.

When: Friday - Sunday, February 26<sup>th</sup>-28<sup>th</sup>, 2010  
Where: Montgomery, Alabama  
Grades: 9-12 (Must be either YIG club members or Student YMCA members)  
Prerequisites: Must have attended District Meeting.  
Cost: Early Bird Discount - \$210.00 per person (includes t-shirt and meals)  
Registration Due: **February 4, 2010. After this date, fee is \$235.00 per person, includes meals. No exceptions!**

## YMCA Junior Youth Legislature

Like the Senior High Program, Junior Youth Legislature gives students the opportunity to learn how the Legislative Branch of state government operates, specifically, the House of Representatives. This program gives Junior High students the training they will need to successfully participate in Senior High Youth in Government programs.

### **INFORMATION FOR THE DELEGATIONS OTHER THAN MONTGOMERY:**

When: Friday - Sunday, February 26<sup>th</sup>-28<sup>th</sup>, 2010  
Where: Alabama Statehouse  
Grades: 7 – 8  
Cost: \$150.00 (includes Conference Fee, Hotel, Meal Ticket, & Conference T-shirt)  
Registration Due: **February 4, 2010. After this date, fee is \$175.00 per person.**

### **INFORMATION FOR THE MONTGOMERY DELEGATIONS:**

When: Friday, February 26<sup>th</sup>, 2010  
Where: Alabama Statehouse  
Grades: 7 – 8 (6<sup>th</sup> graders can serve as Pages)  
Cost: \$25.00 (includes Conference Fee, Lunch, & Conference T-shirt)  
Registration Due: **February 4, 2010. After this date, fee is \$35.00 per person.**

## YMCA Conference on National Affairs

This conference is the only nation-wide YMCA Youth in Government conference. Participants of the nation's YMCA Youth in Government programs are selected to attend the event at the YMCA Blue Ridge Assembly in Black Mountain, North Carolina. The debate, centered on issues of national and international importance, is competitive and the friendships are long lasting.

When: July 3<sup>rd</sup> – 8<sup>th</sup>, 2010  
Where: Black Mountain, North Carolina

## YMCA Christian Values Conference

Each summer brings together young people (grades 9-12) from all over the country to the Christian Values Conference sponsored, in part, by the YMCA of the USA South Field. It is held at the YMCA Blue Ridge Assembly in Black Mountain, N.C.

The conference is divided into family and social time, special events, devotions and entertainment. The goals are to provide a secure environment that will allow students to develop deeper insight into their values and strengthen their Christian commitment.

When: July 18<sup>th</sup> – 22<sup>nd</sup>, 2010  
Where: Black Mountain, North Carolina  
Grades: entering 9<sup>th</sup> grade – exiting 12<sup>th</sup> grade

# Alabama YMCA Youth in Government Monthly Checklist

## September Checklist

- Recruit club members and organize your club. Elect Club Officers.
- Have initial informational meetings to discuss project dates, budget, fees, etc.
- Register online at [alyig.org](http://alyig.org) by **October 22, 2009**
- Attend **Local Pre-Judicial Meetings (Dates Listed on Page 8)**.
- Attend **Fall Planning: September 12-13, 2009**.
- Discuss ideas for raising money for conferences and other activities.
- Arrange for a coach for Youth Judicial.
- Research and practice for Judicial Mock Trials. Work with a local attorney who is willing to help with the Youth in Government Program.

## October Checklist

- Submit all forms and fees for Youth Judicial before **the deadline of October 22, 2009**. Fee is \$220.00. After the deadline it is \$245.00. While we have moved all of our registration to an online system, **we still need to collect a paper registration along with an adult's signature for our records. Please download the registration form at [www.alyig.org](http://www.alyig.org) and return it to your club advisor to be submitted to the YMCA.**
- **Judicial Officer Training: October 24-25, 2009**. Elected and appointed judicial officials **MUST** attend this session.
- Hold several mock trials for teams within your school and your area in order to prepare them for the Judicial Weekend.
- Clear absences for Youth Judicial with local school officials.
- Arrange transportation.
- Help teams fine-tune their court case presentation.
- Hold final mock trial practices.

## November Checklist

- Attend the **Youth Judicial Weekend: November 14-16, 2009**.
- Plan and execute local fundraisers to help curb the cost of the Youth in Government Programs.
- Begin gauging interest and putting together your Youth Legislature delegation.
- Discuss possible bill topics and Parliamentary Procedure.
- Explain the Lobbyist and Press Program within your club and attempt to get people active in both of these programs.

## December Checklist

- Finalize the candidates from your club who will run for District nomination at District Meeting.
- Work on speeches for the election of candidates for statewide office. **Candidates will give a speech AT THE DISTRICT MEETING.**
- Prepare all delegates to attend the District Meeting (i.e., Pre-Youth Legislature) for training and campaigning.
- Distribute the candidacy forms for those who wish to run for an office.

# January Checklist

- Attend your **District Meeting** and encourage participation in the mock debate. Finalize bill ideas for the Youth Legislature Weekend.
- Identify young people interested in becoming committee chairmen for Youth Legislature.
- Register online at [alyig.org](http://alyig.org) by **February 4, 2010**
- Distribute forms for the Governor's Cabinet, Committee Chairmanship, the Lobbyist Program, and Press Program. Briefly go over each position and encourage involvement.
- Have meeting to make final preparations for the conference. Stress the importance of being where you are supposed to be when you are scheduled to be there. Review criteria for being nominated as a National Affairs Delegate.
- Have local Mock Debate sessions to prepare young people for the Youth Legislature experience.
- Follow through with any fund raising plans.

# February Checklist

- Clear absences with the local school board for days that will be missed in March/April.
- **Youth Legislature Officer Training: February 6-7, 2010.** Elected, nominated and appointed officials MUST attend. This includes Lobbyists and Press.
- Submit all forms, bills and fees for Youth Legislature via online system before the **deadline of February 4, 2010.** Fee is \$210.00. After the deadline it is \$235.00.
- Attend the **Youth Legislature Conference: February 26 – 28, 2010.**

# March Checklist

- Follow through with any fund raising plans.

# April Checklist

- Elect club officers for next year (optional)

# June Checklist

- Attend the **Conference on National Affairs: July 3- 8, 2010.**

# July Checklist

- Attend the **YMCA Christian Values Conference: July 18-22, 2010.**
- Attend the **Jr. Christian Values Conference: TBA.**

# Alabama YMCA Youth in Government Advisor Responsibilities

1. Abide by the Advisor Code of Ethics and Adult Code of Conduct.
2. Attend all Youth in Government club meetings, especially Fall Planning.
3. Act as a liaison with the State Youth in Government Office
4. Make sure that all forms and fees are collected and turned in on time.
5. Provide supervision at events with students.
6. Meet regularly with Club Officers to help plan and promote club activities.
7. Develop the yearly calendar and ensure that all activities are consistent with the goals of the club.
8. Encourage students to take responsibility.
9. Convey problems, questions and/or concerns to the State Director.

**Title:** **Club Advisor** – An adult volunteer who leads Jr. High or High school aged students in activities related to leadership training, personal service to others and social development.

**Who does the advisor report to?**  
YMCA Director or District Director

**Qualifications:** Possesses good human relation skills. Enjoy teenagers and have the ability to work with and relate to them. Demonstrates good moral character. Has leadership experience in youth groups and knowledge of group work principles and processes.

**Life Skills** are doing, thinking and feeling skills that help you succeed daily. They will help you complete your duties as a Y-Club Advisor.

You should have:

- A love and concern for teens.
- Some ability to communicate with teens.
  - The ability to listen well.
  - The ability to be a giving person.
- Patience, Flexibility, Dependability and Maturity.
  - A willingness to learn.
- Effective decision-making skills.
  - Time management skills.
    - Personal values.
    - A sense of humor.
    - A love of fun.

# President

## The President:

- ✧ Leads the club.
- ✧ Encourages the members to work.
- ✧ Works closely with the other officers.
- ✧ Makes sure every member has a chance to become involved.
- ✧ Delegates authority.
- ✧ Maintains high standards.

## The President's Duties:

- ✧ Serve as Chairman of the Executive Committee and attend all of its meetings.
- ✧ Prepare an agenda for club meetings.
- ✧ Preside at club meetings.
- ✧ Inform club members of District and State events.
- ✧ Serve as Ex-officio member of all committees.
- ✧ Know the duties of all the Officers and Committee Chairmen.
- ✧ Make sure all other officers know their jobs and are effectively doing these jobs.
- ✧ Maintain regular contact with Club Advisor

## Ways to be an Effective President:

- ✧ Use Parliamentary Procedure at meetings.
- ✧ Set a regular time each month for meetings.
- ✧ Involve the entire club in making decisions.
- ✧ Keep the meeting moving by making sure each person with a place on the agenda is prepared.
- ✧ Set a regular time (weekly, if possible) to meet with your Advisor to review the club's progress.

**A GOOD CLUB MUST HAVE A DEDICATED PRESIDENT.**

# Presidential Opportunities

## **A. MANAGEMENT**

1. Limit Discussion
2. Follow parliamentary procedure
3. Direct all work through committees

## **B. ASSURANCE OF WELL-PLANNED AND EXECUTED PROJECTS**

1. Have planning sessions
2. Place all events and projects on Club Calendar
3. Assign each project to a committee in order that it may be thoroughly planned.
4. Keep in touch with Committee Chairmen
5. See that members are personally encouraged to participate
6. Give praise and recognition for a job well done

## **C. ASSURANCE OF ORDERLY MEETINGS**

1. Plan all meetings in advance
2. Build agenda according to time allowed for the meeting
3. Avoid delay and confusion
4. Limit discussion
5. Work through committees
6. Keep programs moving
7. START ON TIME - DISMISS ON TIME!

## **D. ASSURANCE OF FUNCTIONING COMMITTEES**

1. Appoint competent chairmen
2. Emphasize importance of committee work
3. Keep close check on progress of committees
4. Help other officers

## **E. ASSURANCE OF FULFILLMENT OF "Y" CLUB PURPOSE**

1. Set a personal example of dedication and involvement
2. Evaluate club activities periodically
3. Place emphasis on inspirational devotions at all club activities (not just meetings).

## **F. MAINTAIN REGULAR MEETING ATTENDANCE**

1. Announce when and where each meeting will take place
2. Contact absentees immediately
3. Have a good program and members will attend
4. Make business meetings as brief as possible

# Vice President

## The Vice President:

- ✧ Plans programs consistent with the club's purpose.
- ✧ Makes sure all arrangements are set for the club meetings.
- ✧ Maintains high standards.
- ✧ Essential for having good club programs and meetings.

## The Vice President's Duties:

- ✧ Attend meetings of the Executive Committee.
- ✧ Develop well-planned, diverse programs for club meetings.
- ✧ Make sure that the physical arrangements (chairs set up, podium in place, etc.) are made for meetings.
- ✧ Make sure that all members know the time and place of the meetings.
- ✧ Serve as Chairman of the Program Committee.
- ✧ Serve as host for all guests.
- ✧ Preside at meetings if the President is absent.

## Ways to be an Effective Vice President:

- ✧ Club meetings will be well attended if the club has good, well developed programs.
- ✧ Plan in advance.
- ✧ Vary the types of programs (films, speakers, skits etc.)
- ✧ Seek other ideas in planning programs.
- ✧ Arrive early to make sure that everything is in place.

**A GOOD VICE PRESIDENT MAKES CLUB MEETINGS INTERESTING BY PLANNING MEANINGFUL PROGRAMS.**

# Secretary

## The Secretary:

- ✧ Keeps the State YMCA Office informed of the club's activities by sending in regular reports.
- ✧ Maintains local club records in a scrapbook.
- ✧ Keeps accurate records of club decisions and club events.
- ✧ Is responsible for all official club correspondence.
- ✧ Maintains high standards.

## The Secretary's Duties:

- ✧ Attend meetings of the Executive Committee.
- ✧ Keep minutes of club meetings.
- ✧ Keep roll of members and a record of the attendance at meetings, club projects and events.
- ✧ Carry on club correspondence such as "thank you's" to guests, birthday cards to special people, etc.
- ✧ Maintain a list of members with addresses and telephone numbers.
- ✧ See that a Club Scrapbook detailing the year's events is kept.
- ✧ Serve as Chairman of the Records Committee.

## Ways to be an Effective Secretary:

- ✧ Have a functioning Records Committee to help with such jobs as the Club Scrapbook (don't do it all by yourself).
- ✧ Consider (especially if your club is large) having someone help you keep up with sending cards to members on birthdays and to keep up with other club correspondence.
- ✧ Work with the Vice President for Membership to keep track of the members' level of involvement in club activities.

**A GOOD SECRETARY IS VITAL TO THE LIFE OF THE CLUB.**

# Keeping Club Minutes

Minutes are a written record of what is discussed and planned in the Executive Committee and Club Business Meetings. Minutes should be written in the third person in chronological order.

## **When taking the Minutes, the Secretary should:**

1. Make a rough draft of the Minutes at the meeting.
2. Rewrite the Minutes in a Minutes Notebook AS SOON AS POSSIBLE after the meeting. Minutes should be typed or written neatly and legibly.
3. Make corrections in red ink if the Minutes are amended or corrected at the next meeting. (A blank page should be left opposite each set of Minutes for omissions, corrections, and letters.)
4. Do not rewrite Minutes after they have been read and approved.

## **The Minutes should include:**

- ★ The kind of meeting (regular, called, committee).
- ★ The name of the club.
- ★ The time, date, hour and place where the meeting is held.
- ★ Roll call. Number present and absent. The name and rank of Presiding Officer.
- ★ Reading of Minutes (approved or amended).
- ★ Committee reports.
- ★ The exact wording of motions and votes. The names of persons making motions.
- ★ Unfinished business.
- ★ The program-including topic and highlights.
- ★ Treasurer's Report.
- ★ Location of next meeting.
- ★ Adjournment hour.

# Treasurer

## The Treasurer:

- ✧ Prepares a budget of how the club is to operate financially.
- ✧ Takes a leadership role in fund-raising activities.
- ✧ Insures that fund-raising and expenses are in keeping with the "Y" Club purpose.
- ✧ Maintains high standards.
- ✧ Attributes include Honesty and Accuracy.

## The Treasurer's Duties:

- ✧ Attends meetings of the Executive Committee.
- ✧ Prepares a budget with the help of the Executive Committee.
- ✧ Keeps an up-to-date record of all income and expenses.
- ✧ Collects club dues.
- ✧ Presents a Treasurer's Report at Executive Committee and club meetings.
- ✧ Takes responsibility for the planning and completion of all club fundraising projects.
- ✧ Sees that your club raises **at least** enough money yearly to pay for your Advisor's conference expenses.
- ✧ Keeps the club on its feet financially with the help of the Finance Committee.

## Ways to be an Effective Treasurer:

- ✧ Plan fundraising projects that are effective but do not detract from the club doing service projects.
- ✧ Set a deadline for membership dues prior to the State's deadline so that you can get everything in on time.
- ✧ Use the forms in this section to help you keep accurate financial records for your club.
- ✧ Give receipts to everyone who gives you money for dues, etc.

**A GOOD TREASURER KEEPS MEMBERS INFORMED OF THE FINANCIAL CONDITIONS OF THE CLUB.**

# Chaplain

## The Chaplain:

- ✧ Sets an example for the club.
- ✧ Stresses the “Y” Club purpose through meaningful devotions.
- ✧ Sees that the Club Officers are installed and members inducted in a meaningful service.
- ✧ Encourages spiritual development of members.
- ✧ Maintains high standards.
- ✧ Provides opportunities for personal growth.

## The Chaplain’s Duties:

- ✧ Attend meetings of the Executive Committee.
- ✧ Plan for devotions at club meetings.
- ✧ Coordinate a meaningful installation service for officers and induction service for members.
- ✧ Coordinate “Thoughts for the Day” program in the school and/or community. Serve as Chairman of the Worship Committee.

## Ways to be an Effective Chaplain:

- ✧ Put thought and planning into devotions.
- ✧ Don’t just grab a Bible at the last minute and read the first passage to which you open.
- ✧ Plan induction and installation services that are open to the public and which are meaningful to those involved.
- ✧ Encourage other activities (going to church / temple together, doing “Thoughts for the Day” in the school or on the radio, etc.) to encourage the growth and togetherness of the club and its members.
- ✧ Use the poems and articles in the back of this section as devotions or as handouts to members to help encourage their growth and involvement.

**A GOOD CHAPLAIN CREATES THE  
SPIRITUAL EMPHASIS FOR THE CLUB.**

# Club Member

## 10 Ways to be a Good Club Member:

1. Live the “Y” Club Purpose and Platform daily.
2. Be eager to share your ideas, no matter what they are.
3. Cooperate with the officers.
4. If you are an officer, be organized. Take time to do your job well.
5. Take time to get to know your advisor and show your appreciation.
6. Go the extra mile. Help with that project or go to that meeting even though you may not have the time. Remember that nothing worthwhile was ever accomplished without some sacrifice.
7. Attend State YMCA Conferences - they help to inspire and train you to be a better person.
8. Be involved in other things: your schoolwork, family and church. Be a well-rounded person in spirit, mind and body.
9. Help your club be what it should be by inviting the “shy” student, the “not-so-popular” student, the “new student in town,” and others to be a part.
10. Take your beliefs and commitments seriously. Remember who you are and for what you stand.

## 14 Ways to Kill a Club:

1. Don't go to meetings or if you do, go late.
2. Find fault with everything.
3. Never volunteer to help with anything as it is easier to criticize than to participate.
4. Get sore if you are not elected to an office or appointed to a committee. But, if you are, do not attend the Executive Committee Meetings.
5. If asked by the President to give your opinion on some matter, tell him you have nothing to say. However, after the meeting, tell everyone how things should have been done.
6. Do nothing more than absolutely necessary, but when other members use their ability to help, complain that a clique is running the club.
7. Pay your dues late and don't show up for projects.
8. Never refer to the club handbook.
9. Volunteer to help with a project and don't show up.
10. Talk and don't pay attention during meetings, and then complain that the officers don't let the members know anything when you miss the next conference or project.
11. Never go to the advisor when you recognize a problem is developing in the club. Just wait until the problem gets too big to handle and just tell everybody that you knew it would happen.
12. Don't ever show appreciation to your advisor.
13. If you ever go to a “Y” club conference, miss as many sessions as you can. Then, when you return home, complain about the conference to others.
14. Encourage only popular students to join.



# Youth Judicial



**November 14-16, 2009** Montgomery, Alabama

- **Youth Judicial is Alabama's only statewide mock trial competition.** Students from across the state come to Montgomery, Alabama each year to take part in a three day long event where teams get the opportunity to argue a case in front of a judge and jury.
- Each team is composed of six members and up to two alternates. Three team members will play the role of attorney while other three will serve as witnesses. Each team chooses a side to argue: Prosecution/Plaintiff or Defense.
- Teams will receive their cases and will select student Judges at local Pre-Judicial District Meetings.
- Each year, one team is selected to represent the State of Alabama at the YMCA National Mock Trial Competition.
- See included registration packet for all registration information.

**Cost:** \$220.00 per person (Early Bird Discount) includes T-Shirt and Meals

**Registration Deadline: October 22, 2009** (\$245.00 after deadline)

Alabama YMCA  Youth Judicial 2009  
**Hotel Information Sheet**

**Embassy Suites Hotels**

300 Tallapoosa Street  
Montgomery, Alabama 36104  
334-269-5055

**Guest Accommodations**

Each suite is beautifully decorated with a private bedroom and spacious living room. All of our suites are fully equipped with a refrigerator, microwave oven, coffee maker, and a well lit dining/work table. Embassy Suites provides a complimentary cooked-to-order breakfast.

**Suite Amenities**

**For your Comfort**

Accessible  
Air Conditioning  
Alarm Radio  
Clock Radio  
Hand Held Shower  
Lever Door Handles  
Non-Smoking  
Shower for Wheelchair  
Sofa Bed  
Thermostat (adjustable)  
Work Desk with Lamp

**For your Convenience**

24 Hour Housekeeping  
Bathroom Amenities  
Coffee Maker  
Hairdryer  
High Speed Internet Access  
Iron  
Ironing Board  
Refrigerator  
Telephone – Auto Wakeup

**For your Confidence**

Audible alarms  
Automatic Door Closer  
Electronic Locks  
Electronic Smoke Detector  
Secondary Locking Device  
Thumb Dead Bolt



# Youth Legislature



**February 26 - 28, 2010** Montgomery, Alabama

- **Youth Legislature is Alabama's Premier Mock Government conference.** Students from across the state come together to debate legislation, argue appellate cases to the Supreme Court, lobby for and against bills, and cover the politics of the day through the press.
- Each delegate chooses to be in either a legislative chamber, the Supreme Court, a lobbyist or on the Press Corps. Members of the House, Senate or First Year chamber will write and debate a piece of legislation and debate *other* pieces of legislation throughout the week. Supreme Court members will hear an appellate case and will put pieces of legislation through Judicial Review. Lobbyists pick positions on critical public issues and attempt to persuade legislators to vote one way or another. Finally, the Press Corps is charged with covering the ins and outs of each day's political scene.
- Some delegates will choose to run for office or will submit their names for appointed positions. Each year, the conference selects a Governor, Lt. Governor, Speaker of the House and many other offices. The Governor will appoint several cabinet members (listed below) to serve as their 'brain trust.'
- Please see included registration packet for all registration information.

**Cost:** \$210.00 per person (Early Bird Discount) includes T-Shirt and Meals

**Registration Deadline: February 4, 2010** (\$225.00 after deadline)

Alabama YMCA  Youth Legislature 2010  
**Hotel Information Sheet**

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Hairdryer  
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Ironing Board  
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**For your Confidence**

Audible alarms  
Automatic Door Closer  
Electronic Locks  
Electronic Smoke Detector  
Secondary Locking Device  
Thumb Dead Bolt

# Alabama YMCA Youth Legislature 2010 Positions for Governor's Cabinet

1. Chief of Staff
2. Legal Advisor
3. Senior Advisor
4. Senior Counsel
5. Communications Director
6. Legislative Affairs Director
7. Director • Department of Industrial Relations
8. Director • Department of Economic and Community Affairs
9. Director • Alabama Emergency Management
10. Commissioner • Department of Revenue
11. Commissioner • Department of Human Resources
12. Superintendent of Banks • Banking Department
13. Director • Alabama Development Office
14. Commissioner • Medicaid Agency
15. Commissioner • Department of Mental Health & Mental Retardation
16. Director • Department of Transportation
17. Director • Department of Public Safety
18. Administrator • Alcoholic Beverage Control
19. Commissioner • Department of Conservation and Natural Resources
20. Director • Department of Tourism and Travel
21. Executive Director • Department of Senior Services
22. Commissioner • Department of Labor
23. Director • Department of Finance
24. Director • Homeland Security
25. Adjutant General • Alabama Military Department
26. Commissioner • Department of Children's Affairs
27. Commissioner • Department of Corrections
28. Commissioner • Department of Insurance
29. State School Superintendent

# BILLS

- ✧ Each House, Senate or First Year member must author at least one piece of legislation. **Delegates who have attended the conference previously in any capacity are required to author at least one bill without a co-author. First year delegates in the House, Senate or First Year Chamber may count a co-authored bill towards the required submission. .**
- ✧ No delegate may offer a resolution unless he/she has written a bill.
- ✧ Bills are due by the day set by the State Office. \* **MUST BE SUBMITTED ONLINE.**

## **I. MAKE UP OF A BILL:** *Check your bill for these parts in the order below:*

- A. **TITLE:** The title of the bill should be complete enough to express in broad terms what the bill would do. The title should contain any penalties, retroactive effects, or appropriations that are provided in the bill. It is a short statement of the subject of the bill.
- B. **PREAMBLE:** Not essential in all bills. Wherever it seems desirable, a brief statement may follow the title, which gives the purpose of the bill. This statement may start with the word "Whereas..."
- C. **ENACTING CLAUSE:** Every bill must begin "**Be it Enacted by the Youth Legislature of Alabama.**"
- D. **BODY:** The substance of the bill is ordinarily comprised of:
  1. Short title, if the legislator-sponsor desires one.
  2. Definitions, if any are needed.
  3. Main legal principle or proposition.
  4. Procedural and administrative provisions.
  5. Sanctions and penalties.
- E. **SAVING CLAUSE:** (not essential) -- To save certain acts to which you do not want the bill to specifically apply. It restricts general operation of the statute used with a repealing clause.
- F. **LIBERAL INTERPRETATION CLAUSE:** A liberal statement of the intention of the bill so that the court will clearly understand its purpose.
- G. **SEVERABILITY CLAUSE:** "All laws and parts of laws in conflict with this acts or provision of this act are hereby repealed."
- I. **REPEALING CLAUSE:** when repealing a specific part of the code of Alabama, use this format: To repeal Act\_\_\_\_ Code of Alabama\_\_\_\_
- J. **EFFECTIVE DATE:** This act to become effective upon passage and approval of the Governor or its otherwise becoming a law.

## **II. PLEASE READ THE FOLLOWING STATEMENT TO YOUR DELEGATES:**

- ALL BILLS MUST BE THE ORIGINAL -- No Copies -- No Fax Transmittals.
- Each House, Senate or First Year member must author at least one piece of legislation. **Delegates who have attended the conference previously in any capacity are required to author at least one (1) bill without a co-author. First year delegates in the House, Senate or First Year Chamber may count a co-authored bill towards the required submission..**
- All bills are to be submitted through the online form at [www.alvig.org](http://www.alvig.org).
- to specifications. Your bills will be printed exactly as you present them to the State Office.
- **DELEGATES MUST BE IN THE SAME CHAMBER TO CO-AUTHOR A BILL TOGETHER.**

### III. How to Develop Your Bill Idea

1. Ask yourself the following questions about your idea:
  - ✧ Does it truly serve the public interest?
  - ✧ Do the Federal and State Constitutions permit it?
  - ✧ Does it infringe upon any basic rights guaranteed by these constitutions? Ask a government teacher, an attorney, or a local judge for their judgment.
  - ✧ Could the function be performed better at some other level of government?
  - ✧ Could it be better handled by private enterprise?
  - ✧ What will it cost the state to implement your idea? Who will pay the cost? Can the cost be met from state money or must you propose additional ways of generating the money? Is it worth it?
  - ✧ If your idea requires administration or enforcement, who will provide it?
2. Check your idea with appropriate local authorities. If your bill deals with education, speak with your principal. If it deals with prison reform, speak with a local parole officer, judge or public officer.
3. Seek out opposite views on the subject. Ask your parents and your neighbors what they think about it.
4. Revise your bill idea, if necessary, in view of the facts or ideas you have received.
5. You are now ready to begin drafting your bill. Pay particular attention to the following sections that suggest instructions for writing a bill.

### IV. Check Your Bill

A BILL IS PROPOSED LAW put in writing by a member of the Legislature. All Bills are not “good” ones. The following characteristics/qualities of a good bill are offered to assist you in your final review of your bill. Before sending the Bill to the Youth in Government office, double check it to make sure it meets all of the standards.

- ✧ It deals with only one subject matter.
- ✧ It expresses the subject accurately in the title of the Bill.
- ✧ It concerns a matter that is within the field of State Legislation and distinguished from Federal, County, or Municipal law.
- ✧ It conforms to the provisions of the Constitution of the State of Alabama and of the U.S.
- ✧ It expresses the author’s intent in concise, everyday language.
- ✧ It represents clean and analytical thinking by the author, who will “boil it down” to its essentials.
- ✧ It contains the enacting clause: “BE IT ENACTED BY THE ALABAMA YMCA YOUTH LEGISLATURE” if it is a Bill.
- ✧ If the Bill proposes a new law, it is divided into sections as short as possible in view of the subject matter.
- ✧ If it amends an existing law, each section amended must constitute a separate section of the Bill.
- ✧ Each separate section of the Bill is numbered consecutively in order.
- ✧ Major provisions of the bill are included in the early sections.
- ✧ Definitions of terms, if required, are included before the terms are used.
- ✧ It stipulates the amount and source for appropriation of funds if the Bill requires an expenditure of money.
- ✧ It includes the date the Bill will become effective if it is other than the usual 90 days following passage.

## V. How a Bill Becomes a Law in Youth in Government

A “bill” is a proposed law. Only a member of the legislature can introduce it. A bill does not become law automatically. There are certain specified procedures through which it must go before it becomes law. The persons authoring the bill are responsible for knowing these steps and seeing his/her bill through the program.

1. The State Director assigns the bill you submit for inclusion in the Bill Book to a Hearing committee.
2. Then the bill is assigned to a Hearing committee to which other bills of associated subject matter are assigned. Both the Chief Sponsor and Co-sponsor of the bill are assigned to this committee during the Conference in Montgomery.
3. The authors present their bill to the committee and the committee recommends (a), which bills should be, sent to the Legislature for debate and (b) in what priority order they are recommended.
4. The Rules Committee, which is comprised of the Hearing Committee Chairmen, determines the calendar (schedule of bills to be debated) for the Legislature.
5. The Youth in Government Legislature debates bills on Friday and Saturday. Each bill is debated in its respective chamber first. If it passes, it is then sent to the other chamber for debate.
6. If both houses pass the bill, it is sent to the Governor who may sign it into law or veto it.

# Alabama YMCA Youth in Government PARLIAMENTARY PROCEDURE

## Debating...a Step by Step Guide

1. When you want to speak, raise your placard. If called upon, quickly walk to the microphone. When you get to the microphone, state your name (last name only), your delegation (city), and ask "May I address my remarks to the chamber?" or "Will the patron please yield?".
2. Before you can speak, you must state your name, delegation and what you intend on doing. For example, if John Smith from Anchorage wanted to speak to the chamber, he would say "Smith, Anchorage, May I please address my remarks to the chamber?" If, however, John wanted to ask the author of the bill a question, he would say "Smith, Anchorage, would the patron please yield to a possible series of questions?"

### **REMEMBER....Name / Delegation / Action**

3. You have 2 minutes to speak. If you don't *intend* on using all two minutes, you can give your time to another delegate who wants to speak. John Smith from Anchorage would do that by saying the following:  
  
"Smith, Anchorage, may I address my remarks to the chamber *and* reserve my right to Yield to Jane Doe from Nova Scotia?"
4. The following are some of the actions and rights you can reserve:
  - Address my remarks to the chamber. – (Use this to make a speech)
  - Will the patron yield to a possible series of questions. (Use this to address the chamber)
    - Remember, you can ask the bill author questions *and* make a speech, but you have to reserve your right to do both...so don't forget!
  - Reserve my right to make a motion. (Allows you to make a motion after a speech or questions.)
5. Don't raise your placard before the floor is open for debate.
6. Delegates will only be allowed to speak twice on a given bill or amendment.
7. Patrons of any bill will be given two minutes for opening and closing remarks. The extra time from opening remarks cannot be yielded toward closing remarks.
8. Patrons of any amendment will be given one minute for opening and closing remarks
9. The majority of all motions may be made orally, but amendment motions must be in writing, and must amend the proper section of the bill to be effective. Any member may offer an amendment at the time the bill is before the membership for consideration. An amendment is adopted by a majority vote.
10. Amendments and motions can be chosen to not be recognized if the chair finds the timing inappropriate.
11. The patron of the bill or amendment has debate priority over all other delegates in chambers. After the patron, other officers (pro-tem, floor leader, and assistant floor leader) have priority. Then it will be delegates who have not spoken on the given bill or amendment.

# POINTS

Delegates can make points during the course of business in each chamber. Points can be made at any time, but typically your Presiding Officer will *only recognize your point when the floor is open for debate*. It is typically seen as inappropriate to interrupt a speech or a series of questions with a point.

To make a point, the delegate will simply shout out “Point of \_\_\_\_\_”

The following are the points and their meaning:

## Points

- **Points of Personal Privilege:** used when you need to get a copy of something from the chair, when you need something repeated, or any other “favor” from the chair or floor leader. You do not have to use a Point of Personal Privilege to leave the chambers.
- **Point of Order:** used when the chair, patron, or speaker is out of order
- **Point of Information:** used when you have a relevant, non-debatable statement to add. Do not use this point to make an argument...facts only!
- **Point of Inquiry:** used when you have a yes-or-no clarification question to address the chair or the patron.

<b>MOTIONS &amp; POINTS</b>	<b>May be Debated</b>	<b>May be Amended</b>	<b>May be Tabled</b>	<b>Vote Required</b>	<b>May be Reconsidered</b>
<b>Time to Adjourn:</b> This sets the time to adjourn			No	Majority	
<b>Adjourn:</b> To adjourn means to close the session			No	Majority	No
<b>Indefinitely postpone:</b> This is a motion to kill a main motion. It was designed as a courtesy motion, to prevent a direct vote on the main motion that might be embarrassing to the chamber.		No	No	Majority	
<b>Lay on the Table:</b> The purpose of this motion is to allow the chamber to set aside an order of business for something more urgent or to hear a special speaker.		No	No	Majority	
<b>Previous Question:</b> This motion is used to cut off debate and to bring the chamber to an immediate vote on the matter at hand. The motion is out of order if no debate (pro and con) has occurred on the main motion or bill.		No	No	Majority	
<b>Postpone to a Certain Time:</b> This motion is useful to postpone a pending motion or bill so delegates can have more time to think about an issue or to chill out.		No	No	Majority	
<b>Commit:</b> This motion refers to the question on the floor to a committee so that it can be carefully studied and put into proper form for the chamber to consider. It is useful to cut off pointless debate when all the facts pertaining to a bill are not known.		No	No	Majority	
<b>Amend:</b> The purpose of the motion to amend is to change the main motion or bill either to make it more agreeable (i.e. a friendly amendment) or to defeat it (i.e. a hostile amendment). There are three ways to amend a matter: add words or phrases, strike out words or phrases, or substitute words or phrases by striking and inserting.		1 Time		Majority	
<b>Appeal:</b> This motion allows a delegate to counter what he/she believes to be an incorrect or unfair ruling of the chair. This motion requires the chair to submit the ruling to the vote of the chamber. A majority vote reverses the ruling of the chair.	No	No		Majority	
<b>Point of Order:</b> The purpose of the point of order is to correct a breach in the rules when the chair does not correct it. It can interrupt a speaker and is ruled upon by the chair.	No	No	No	No Vote	
<b>Point of Personal Privilege:</b> This point allows a delegate to make a request relating to the rights and privileges of the delegates. It is considered immediately due to its urgency and commonly concerns noise or temperature in the chambers.	No	No	No	No Vote	No
<b>Withdraw a motion:</b> This allows a delegate who realizes that he/she has made an ill-advised motion to withdraw it. The chair usually handles the request by the use of general consent.		No	No	Majority	No
<b>Suspend the Rules:</b> The purpose of this motion is set aside rule of the chamber to take something out of order.		No	No	4/5	
<b>Record Vote:</b> The purpose of this motion is to request a record of the vote to be taken.		No	No	1/10	No
<b>Reconsider:</b> This motion allows the chamber to change its mind about how the delegates voted on a previous motion or a bill. Only a delegate who voted on the prevailing side can make the motion.				Majority	No

## Motions

1. To suspend the regular order of business and take up some measure out of its regular order.
2. To instruct a committee to report a certain bill or resolution.
3. To take up a bill laid on the table subject to call.
4. To set a special order.
5. To suspend the rules.

## Meaning of the Gavel Raps

Members should be aware of what Raps of the Presiding Officer's gavel mean. They should respond promptly when the gavel is rapped.

- 1 rap - The chamber will come to order.
- 2 raps - All members will rise.
- 3 raps - Members applaud (usually when a guest enters the Chamber.)
  - Continue until the 1 rap brings order.

When a Member obtains the floor on recognition of the presiding officer, he may not be required to yield the floor unless he desires to yield.

A Member desiring to interrupt another in debate shall address the presiding officer, asking if the Member will yield. The Member speaking may refuse to yield if he so desires. If he does yield the Member interrupting may proceed to ask a question, but the question must be pertinent to the subject matter.

No Member shall speak more than twice on the same subject without the suspension of the rules, in addition, he may answer questions addressed to him. No Member shall use the speaking time of another Member without the suspension of the rules.

When a Member obtains the floor on recognition from the presiding officer, he must confine his remarks to the subject under debate. He must also avoid personalities, and if he fails to do so, the presiding officer may call him to order. If he continues to speak improperly he may be ordered to take his seat by the presiding officer. A member may call this to the attention of the presiding officer.

## RULES RELATING TO MEMBERS

1. Members shall not make personal reflections on any other Member, and **no Member shall name another in argument or debate**. When referring to another Member, you should refer to the "**lady or gentleman from ...**," (stating Member's home town or county)
2. A Member is not entitled to speak or make a motion until the presiding officer has recognized him.
3. Any parliamentary question or issue not specifically covered by these rules of the YMCA Youth Legislature shall be governed by the rules of the regular Legislature of Alabama and the Alabama Constitution. The Presiding Officer may permit the mover and one opponent of the motion three minutes each during which to debate motions.

# **Jr. Youth Legislature Montgomery Delegation**

## **February 26, 2010**

Montgomery, Alabama

\$25.00 per person

### **Registration Deadline:**

## **February 4, 2010**

(\$35.00 after deadline)

# Alabama YMCA Junior Youth Legislature

The Alabama Junior Youth Legislature is a program promoted and developed through the YMCA. It is a sound education approach to the development of citizen participation in the democratic government by providing opportunities to 7<sup>th</sup> - 8<sup>th</sup> graders to study public government through a model legislative program.

The Alabama YMCA Junior Youth Legislature was started in 1991. It has been in operation every year since that time serving young people from throughout our state. During this event, students throughout Alabama will have a hands on experience with writing and debating bills. Sixth grade students may also attend the conference, serving as pages to the 58<sup>th</sup> annual Alabama YMCA Youth Legislature.

The Alabama YMCA Youth Legislature is a program for students in 9<sup>th</sup> – 12<sup>th</sup> grade. It is a replica of the Alabama Legislature. Once at Youth Legislature the high school students will take part in a hands on program where they take over our state government for four days. Bills will be drafted in local clubs, brought to the State Capitol where they are read, studied by Committees, debated and disposed of. The youth serve in every capacity from Governor to Lt. Governor to Speaker of the House to Chief Justice and to Attorney General. Therefore, when a delegate participates in the Alabama Youth Legislature he or she has had an actual experience in the way the laws of the state are made. The Youth Legislature Board of Directors tries to see that no aspect of the regular Legislative pattern is changed or abridged. Youth Legislative officials are elected and preside according to the Legislature rules.

The Junior Youth Legislature program is a great way to introduce students to Alabama State Government. The purpose of the Alabama YMCA Junior Youth Legislature is to prepare a selected group of young people for moral and political leadership in the American Democratic Process by providing guidance, training and experience in the theory and practice of determining public policy. It also provides a fellowship that makes for an understanding of other people's problems, to help accept defeat without discouragement and to stimulate tolerance towards another's point of view.

The Junior Youth Legislature program will consist of fun and exciting workshops throughout the day. On Friday, the students will participate in 2 workshops: Bill Writing and Parliamentary Procedure. The **Bill Writing workshop** will teach your child how to write a bill and how to make amendments. The **Parliamentary Procedure workshop** will teach your child how a bill becomes a law and we will hold several "mock sessions". Friday afternoon, the students will jump right in to debating the bills they have written.

Junior Youth Legislature is great way for youth to meet other youth from across the state!

## **INFORMATION FOR THE MONTGOMERY DELEGATION:**

**When:** Friday, February 26, 2010.  
**Cost:** \$25.00 (includes Conference Fee, Lunch, & Conference T-shirt)  
**Where:** Alabama Statehouse  
**Grades:** 7 – 8 (6<sup>th</sup> grade Pages)  
**Registration Due:** February 4, 2010

# **Jr. Youth Legislature**

**February 26-28, 2010**

Montgomery, Alabama

\$150.00 per person

**Registration Deadline:**

**February 4, 2010**

(\$175.00 after deadline)

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The Alabama Junior Youth Legislature is a program promoted and developed through the YMCA. It is a sound education approach to the development of citizen participation in the democratic government by providing opportunities to 7<sup>th</sup> - 8<sup>th</sup> graders to study public government through a model legislative program.

The Alabama YMCA Junior Youth Legislature was started in 1991. It has been in operation every year since that time serving young people from throughout our state. During this event, students throughout Alabama will come together to page for the 58<sup>th</sup> annual Alabama Youth Legislature PLUS they will have a hands on experience with writing a bill and debating bills.

The Alabama YMCA Youth Legislature is a program for students in 9<sup>th</sup> – 12<sup>th</sup> grade. It is a replica of the Alabama Legislature. Once at Youth Legislature the high school students will take part in a hands on program where they take over our state government for four days. Bills will be drafted in local clubs, brought to the State Capitol where they are read, studied by Committees, debated and disposed of. The youth serve in every capacity from Governor to Lt. Governor to Speaker of the House to Chief Justice and to Attorney General. Therefore, when a delegate participates in the Alabama Youth Legislature he or she has had an actual experience in the way the laws of the state are made. The Youth Legislature Board of Directors tries to see that no aspect of the regular Legislative pattern is changed or abridged. Youth Legislative officials are elected and preside according to the Legislature rules.

The Junior Youth Legislature program is a great way to introduce students to Alabama State Government. The purpose of the Alabama YMCA Junior Youth Legislature is to prepare a selected group of young people for moral and political leadership in the American Democratic Process by providing guidance, training and experience in the theory and practice of determining public policy. It also provides a fellowship that makes for an understanding of other people's problems, to help accept defeat without discouragement and to stimulate tolerance towards another's point of view.

The Junior Youth Legislature program will consist of fun and exciting workshops throughout the weekend. On Friday, the students will participate in 2 workshops: Bill Writing and Parliamentary Procedure. The **Bill Writing workshop** will teach your child how to write a bill and how to make amendments. The **Parliamentary Procedure workshop** will teach your child how a bill becomes a law and we will hold several "mock sessions". On Saturday, students will Page for the Youth Legislature, which will be educational in the fact that students will get to see our high school youth in action.

Junior Youth Legislature is great way for youth to meet other youth from across the state!

## **INFORMATION FOR THE DELEGATIONS OTHER THAN MONTGOMERY:**

**When:** February 26-28, 2010  
**Cost:** \$150.00 (includes Conference Fee, Hotel, Meal Ticket, & Conference T-shirt)  
**Where:** Alabama Statehouse  
**Grades:** 7 – 8  
**Registration Due:** February 4, 2010

## Youth in City Government

The purpose of this program is to increase high school student's knowledge about their local government and the role it plays in their daily lives. It is neither as lengthy, nor as big as the other major **YMCA** events, but is equally as important.

## Montgomery's Youth in City Program

Montgomery's Youth in City Program is the oldest in the state. During a week in November, Montgomery's Downtown Optimist Club, in cooperation with the Montgomery Britton YMCA, sponsors Youth in City as a part of **Optimist International Youth Appreciation Week**. Students in grades 7-12 from all over the city gather in City Hall for a day to debate the city ordinances they prepared. This program is very similar to Youth Legislature, except it is on a citywide level rather than a statewide level. Officers are elected at the opening meeting, held the night before. A Youth Mayor and 8 City Councilmen preside over the day. The morning and early afternoon are spent debating. The late afternoon is filled with the Youth Mayor's election and guest speakers. The election is held immediately after lunch, so those votes may be tallied during the guest speakers. Usual guest speakers are the Mayor and City Councilmen. Others just drop by to watch the youth in action. After the announcement of the Youth Mayor's election, the new Youth Mayor adjourns. It is an important learning experience for all youth to have.

## Youth in County Program

The Youth in County Program is fairly new and impressively successful. The base of this program is entirely different than Montgomery's, but the purpose is the same: to educate. As is obvious from the title, the focus is on county government rather than on city government. Students do not gather in their city hall and debate ordinances. Rather, students elect County Commissioners, and during the selected day, they meet with their counterparts. Their counterpart officials explain the role of their office, and afterwards, take the group on a walking tour of the county courthouse complex; and together, the students and adult officials visit the different officials' offices. This program is much more simplistic in nature compared to Montgomery's, but is equally as beneficial. It is a practical start that can be easily expanded into one much like Montgomery's.