New Mexico Youth and Government

A Program of the YMCA of Central New Mexico



High School Advisor Handbook 2026-2027

Program-at-a-Glance

Important to Know Dates:

Event	Date
Orientation	Dec 12, 2026 (Albuquerque)
Training – Central NM	Feb 6, 2027 (Albuquerque)
Training – Southern NM	Feb 13, 2027 (Las Cruces)
Training – Northern NM	Feb 20, 2027 (Santa Fe)
YAGreat Night! Social	Mar 13, 2027 (Albuquerque)
State Conference	Apr 11–13, 2027 (Santa Fe)

Deadlines:

Important Deadlines	Date Due
Scholarship Deadline (Early)	Dec 4, 2026
Conference Registration (Early)	Dec 11, 2026
Final Scholarship Deadline (Late)	Jan 7, 2027
Late Conference Registration	Jan 14, 2027
Appointed Officer Application Deadline	Jan 19, 2027
Executive Officer Declaration (for next year)	Feb 4, 2027
Bill Topic Filing/Judicial Partner Filing	Feb 4, 2027
Room Assignment Deadline	Feb 26, 2027
Pre-Work Submission Deadline	Mar 5, 2027

Program Cost:

Early Registration	$310.00
Late Registration	$330.00

Program Leadership:

Youth Officers

Governor	Ameen Asfan	governor@nmyag.com
Lieutenant Governor	Olivia Villarreal	legislative@nmyag.com
Speaker of the House	Stephen Heard	legislative@nmyag.com
Chief Justice	Kumail Askari	judicial@nmyag.com
Secretary of State	Bailey Keys	sos@nmyag.com
Attorney General	Mario Valdivia	ag@nmyag.com
State Auditor	Mateo Madrid Larrañaga	taskforce@nmyag.com
State Treasurer	Lucia Griego	treasurer@nmyag.com
Land Commissioner	Wilson Hummingbird	taskforce@nmyag.com
Media Director	Isabella Holler	media@nmyag.com
Chief Lobbyist	Madison Satterfield	lobbyist@nmyag.com

Program Staff:

State Director	Hannah Wood	info@nmyag.com
State Coordinator	Mara Madueña-Muchow	info@nmyag.com

TABLE OF CONTENTS

DEMOCRACY MUST BE LEARNED BY EACH GENERATION. 4

CODE OF CONDUCT 6
SCHOOL AGREEMENT 9

NATIONAL PROGRAM OFFERINGS 11

PROGRAM INTRODUCTION 12

ADVISOR EVENT RESPONSIBILITIES 13

Delegation Leader Meeting 13
Task Force 13
Orientation 13
Training 14
YAGreat Night! 14
State Conference 14

STATE CONFERENCE LOGISTICS 15

Registration 15
Fees 15
Lodging 15
Meals 16
Survey Requirements 16
Advisor Chaperoning Assignments 16
Program Area Leads (PALs) 16
General Conference Timeline 18
General Student Expectations 18
Dress Code 18
Delegate Roles 20
Transportation Expectations and Advisor Supervision 22
Advisor Packing List 23
Student Packing List 23

DELEGATE INFORMATION 25

General Delegation Timeline 25
Sample Club/Delegation Charter 25
Recruitment 25
Effective Meetings 26
Delegation Resources 27
Delegation-Bonding/Fun Activities 28
Fundraising Ideas 29

Democracy must be learned by each generation.

The mission of the YMCA New Mexico Youth and Government program (NM Y&G) is to cultivate and empower the next generation of engaged and informed citizens. We are committed to providing comprehensive leadership training that equips young individuals with the knowledge, skills, and passion to actively participate in our democracy and contribute to their communities.

The Y is for All.

Our Core Values

New Mexico Youth and Government, a program of the YMCA of Central New Mexico, is guided by the YMCA's four core values. Advisors are asked to model these values and help delegates live them throughout the State Conference, from committee rooms to the chamber floors of the Roundhouse.

- **Caring: Show concern for the well-being of others. At conference, this means encouraging fellow delegates, checking on anyone who is struggling, and helping every student feel welcome.**
- **Honesty: Act with integrity so your words and actions match. Delegates present accurate information, give credit for others' work, and campaign and debate fairly.**
- **Respect: Value the worth of every person. Delegates listen to opposing views, challenge ideas rather than people, and follow procedure and the direction of presiding officers.**
- **Responsibility: Be accountable for your behavior and obligations. Delegates meet deadlines, attend their assigned sessions, follow conference conduct expectations, and represent their delegation and the Y well.**

Behaviors for an Inclusive Conference

Listen	**Listen and embrace the viewpoints of others**
Give	**Give positive energy, and pay attention to the thoughts, ideas, and feelings of others**
Speak up	**Say something when others are made to feel excluded or if you feel marginalized**
Ask	**Ask respectful questions about new people or ideas, and learn instead of just stating opinions**

Remember

We discuss big issues here with a spirit of curiosity. The goal is to seek learning and understanding, rather than to make judgements or to offer opinions about the views or backgrounds of others.

Discussion Agreements

The agreements outlined here are focused on building meaningful discussions and dialogues. We want to create an environment where people can learn from each other and value each other – knowing that we don't all come from the same background or have the same experiences.

We ask everyone to commit to these guiding principles:

- Be willing to engage in difficult conversations
- Respect others – don't make assumptions about them
- Speak from your own experiences – don't offer opinions about issues you don't understand – don't deny another person's experiences
- Work to listen, hear, and understand others – ask questions with genuine interest
- Acknowledge any harm you cause to others and respond accordingly

Please also keep the YMCA's Core Values in mind at all times:

- Caring – To love others and be sensitive to the well-being of others
- Honesty – To have integrity, make sure that your words and actions match your values
- Respect – To value the worth of every person
- Responsibility – To be accountable for your behavior and obligations

Chain of Concern

If you have questions throughout the year, or an issue during an event, please refer to the chain of concern:

1. Delegation Lead Advisor—If applicable, reach out to your lead advisor
2. Program Area Lead (if at State Conference)
3. Regional/State Coordinator
4. State Director

If you need help or have any questions, talk with your advisor or the YG staff. You can also scan the QR code below to learn about the YMCA's commitment to child safety and reporting mechanisms.

YMCA OF CENTRAL NEW MEXICO

Youth & Government Program Advisor/Volunteer Code of Conduct

Agreement Statement

By participating in the New Mexico Youth & Government Program, I acknowledge that I have read, understood, and agree to abide by the standards outlined in this Code of Conduct. I understand that these expectations are designed to ensure a safe, respectful, and inclusive environment for all participants. I accept that failure to comply may result in disciplinary action, including removal from the program. I further understand that as an advisor or volunteer, I have a responsibility to uphold the values of the YMCA and to report any violations or concerns to program leadership.

Purpose

The New Mexico YMCA Youth & Government Program, in partnership with the YMCA of Central New Mexico, is committed to fostering a safe, respectful, and inclusive environment for all participants. This Code of Conduct outlines expectations for behavior, dress, child safety, anti-bullying standards, and possession/search policies for advisors and volunteers.

General Behavior Expectations

All advisors and volunteers must:

- Conduct themselves in a respectful, responsible, and orderly manner at all times.
- (Advisors) Attend all scheduled program functions where their students are present.
- Wear official nametags visibly at all times outside of sleeping rooms.
- Refrain from harassment, intimidation, or any menacing behavior.
- Electronic communication between adults and teens must follow the YMCA's child safety policy.
- Adults are responsible for reading and adhering to the Child Safety policy, teens are responsible for respecting any boundaries set by adults or policies.

Bullying and Peer-to-Peer Misconduct

The program maintains a **zero-tolerance policy** for bullying and misconduct:

- **Prohibited behaviors include:**
    - Physical aggression (hitting, pushing, restraining).
    - Verbal abuse (name-calling, belittling).
    - Relational manipulation (exclusion, gossip).
    - Cyberbullying (mean messages, impersonation, online exclusion).
    - Hazing or any degrading group initiation.
    - Sexualized behavior (sexting, inappropriate exposure or language).
- Encouraging or failing to report misconduct is also considered a violation.
- Adults must use positive guidance techniques and avoid punitive or physical discipline.

Dress Code

To maintain a professional atmosphere:

- Business Professional Attire is required during conference sessions
    - Examples: Collared shirts with ties, sport coats or blazers, dress shoes (no open toes), skirts/dresses below fingertip length, slacks. No jeans.
- Business Casual Attire is acceptable for pre-conference events.
    - Examples: Button-down shirts, khakis, dress shoes.
- Casual Attire (including jeans) is only permitted during designated fun events.
- Clothing must fit appropriately and cover shoulders, chest, back, and midriff.
- Hats, distracting accessories, sunglasses and headphones/earbuds are prohibited during sessions.
- Graphic designs are not allowed on clothing unless they represent a YMCA or school event.

Possession Guidelines

The following items are strictly prohibited at all Youth & Government functions:

- Flame-producing devices, incense, candles.
- Tobacco products, marijuana, vaping devices, and alcoholic beverages.
- Illegal substances or weapons of any kind.

Possession of any prohibited item may result in immediate disciplinary action, including removal from the program and notification of law enforcement if necessary.

Search and Seizure Policy

To maintain a safe and secure environment:

- Program staff or advisors reserve the right to search a participant's hotel room, possessions, automobile, or electronic devices when there is reasonable suspicion of a violation.
- Searches will be conducted respectfully and in accordance with YMCA policies.
- Participants agree to cooperate fully with any search deemed necessary by program staff or their advisor.

Hotel and Lodging Expectations

- Participants must remain in their assigned rooms during curfew hours.
- No one may enter a sleeping room that is not their own.
- Quiet hours must be observed.
- Room switches require approval from program staff.
- All meetings must occur in designated public areas.

Facility and Conference Space Rules

- Respect all property; vandalism or misuse may result in criminal charges and the cost of damages or repairs.
- No food, drink, or gum is allowed in any Capitol meeting space.
    - Sealed and leak-proof water bottles are permitted.
- Professional business attire is required in all official government spaces.
- Badges must be worn at all times to access conference areas.

Consequences for Violations

Failure to follow this Code of Conduct may result in:

- Loss of privileges or leadership roles.
- Notification of parents and school officials.
- Immediate removal from the program.
- Involvement of law enforcement if necessary

Child Safety Standards for Staff and Volunteers

All staff and volunteers must adhere to the YMCA Child Protection Policy:

- Never be alone with a child where they cannot be observed by a third party.
- One-on-one interactions must occur in public, observable spaces.
- Physical contact must be appropriate (e.g., high-fives, pats on the back).
- Inappropriate physical contact (e.g., lap sitting, tickling, massages) is strictly prohibited.
- Electronic communication with youth must occur through program-sanctioned channels and be transparent and supervised.
- Texting and social media communication with teens are not permitted.
- Staff and volunteers must not transport youth in personal vehicles or engage in exclusive relationships with youth.
    - Exclusive relationships include singling out one child/friend for different treatment (i.e. gift giving, special treatment, isolated situations or interactions) or acting possessive of a particular child may be seen as "choosing favorites." Spends too much time with a child or is overly involved in the child's private life.

Reporting and Accountability

- All staff, advisors, and volunteers are mandated reporters.
- All suspicions or disclosures of abuse must be reported immediately to the State Director and follow YMCA reporting guidelines.
- Retaliation against reporters is strictly prohibited.
- The YMCA will cooperate fully with investigations and protect the rights of all involved.

YMCA OF CENTRAL NEW MEXICO

Youth and Government School & Advisor Expectations

PURPOSE

The New Mexico YMCA Youth and Government (YAG) program empowers students to engage in civic education through experiential learning in a simulated government environment. This framework outlines expectations for schools to ensure a safe, respectful, and enriching experience for all participants.

1. Eligibility & Registration

- Schools must register by the announced deadline and provide an accurate count of participants for the state conference, as this information affects hotel and meal arrangements. If a student is registered by the deadline, they (or their school) are responsible for paying the full amount of the conference registration fee. Any changes to the participant count must be communicated promptly. Please note that no refunds will be issued after the registration deadline.
- Each school must designate a faculty advisor as the primary point of contact and provide school based chaperones that meet the ratio for all events. Middle School 1:12 / High school 1:15
- Students must meet eligibility criteria defined by school (e.g., behavioral standing).

2. Preparation & Curriculum

- Schools are expected to integrate YAG preparation into classroom or extracurricular time.
- Advisors must ensure students are familiar with their branch area program requirements. For instance, in the legislative branch this would include Parliamentary Procedure and bill writing, in the judicial branch this would include case materials (case law) and oral argument structure.
- Schools should host or attend at least one mock session or practice debate prior to the event.

3. Student Conduct

- Students must adhere to the YAG Code of Conduct at all times.
- Dress code: Business or professional attire is required during all formal sessions.
- Respectful behavior toward peers, advisors, staff, and facilities is mandatory.
- Each year, participants must attend a training event prior to the state conference.

4. Advisor Responsibilities

- Advisors must be present at all in person events where their students are present and attend all assigned duty sessions.
- Advisors must supervise students throughout the entirety of the event.
- Advisors are responsible for student safety, behavior, emergency contact coordination, enforcing rooming policies, and administering student medication.
- Advisors must attend an adult training session offered at the beginning of the program year.

5. Logistics & Travel

- Schools are responsible for submitting room lists.
- Schools can take advantage of the YMCA-provided transportation (Albuquerque) or arrange their own (other). Districts outside of Albuquerque may be eligible for reimbursement. Schools must communicate transportation needs by the registration deadline to the State Office.
- Schools should follow their internal permission slip and medical form process and are responsible for collecting these forms prior to the start of the trip.
- Schools are responsible for maintaining a current roster, medication forms and emergency contacts.

6. Program Engagement

- Schools are expected to encourage full participation in all scheduled activities.
- All branch areas have pre-work required, and participants should come prepared to fully engage in their specific area of focus.
- Schools should appoint a student Conference Life Committee member who will serve as the liaison between the state officer team and the school delegation.

This contract must be signed by the school principal and primary YAG advisor prior to participation.

School Name: _____

Advisor Name: _____

Principal Name: _____

By signing this contract, we agree to:

1. **Uphold the mission and values of New Mexico YMCA Youth and Government and the YMCA.**
2. **Prepare our students for meaningful participation in all program components.**
3. **Ensure student conduct aligns with the YAG Code of Conduct.**
4. **Provide active supervision and support throughout the event.**
5. **Communicate promptly with YAG staff regarding any issues or emergencies.**
6. **Promote inclusivity, respect, and civic engagement among our student delegates.**

Advisor Signature: _____ Date: _____

Principal Signature: _____ Date: _____

National Program Offerings

Leading up to and throughout the State Conference, students will have the opportunity to apply to attend one of the national programs hosted by the Y as the next level of Youth and Government. Students are selected to participate in a New Mexico delegation led by the State Director. There are also opportunities for advisors to chaperone these events.

Governor's Conference

The elected Youth Governor will be expected to attend the Youth Governor's Conference in Washington, DC, in June following their election. This conference focuses on student leadership and preparing the Governor as the student-leader of the entire conference for their position.

The cost of registration and the flight for the Governor's Conference will typically be covered by the Y USA and/or the State Program.

Conference on National Affairs

At the Conference on National Affairs (CONA), approximately 700 students from across the United States come together to address some of our nation's and world's most pressing policy issues. Students write proposals on a national or international issue and debate those proposals through a multi-tiered committee process. This conference is held at the Blue Ridge Assembly in Black Mountain, North Carolina over 4th of July week each year.

National Judicial Competition

At the National Judicial Competition (NJC), attorney teams may compete in a Moot Court (Appellate Law) competition. Students must qualify for NJC by making it to the semi-final rounds of the Moot Court Competition at State Conference as either an attorney or justice. This event also offers a Mock Trial Competition, and schools who run Mock Trial could assemble a Mock Trial Team from participating Youth and Government students, at their discretion, but must provide a chaperone to supervise the Mock Trial students on travel. This event is held in late July or early August and is hosted in different US cities on a 2-year rotation.

Youth Advocate

Each year, Y USA hosts the National Advocacy Days in Washington D.C. Members from across the country including CEOs, staff, and volunteers advocate for the YMCA's legislative priorities by meeting with members of Congress and their staff. YAG teens who are interested in this program will be advocating on the Y's policies of youth development, healthy living, and social responsibility. Youth Advocate Program introduces students to federal policymaking, Y USA advocacy efforts, program alumni, public policy careers, and much more.

Students who are interested in the Youth Advocate Program will apply to represent their state and are selected by Y USA.

Program Introduction

NMYAG is a non-partisan initiative designed to foster an understanding of the fundamental principles and processes of democracy and Constitutional governance. Through immersive experiences, interactive discussions, and practical simulations, we strive to create an inclusive platform where youth can explore and address the issues that impact their lives and communities.

Our program aims to develop well-rounded individuals who possess a deep understanding of democratic values, critical thinking abilities, and effective communication and leadership skills. We encourage youth to embrace their unique perspectives, engage in civil discourse, and collaborate with their peers to find innovative solutions to the challenges we face.

At NMYAG, we believe that every young person has the capacity to shape the future of our society. By providing a supportive and inclusive environment, we empower our participants to become active and responsible citizens, ensuring a vibrant and resilient democracy for generations to come.

Together, we will build a community of young leaders who are not only knowledgeable about our democratic processes but are also inspired to take action, make a positive difference, and uphold the values that form the foundation of our great nation.

The YMCA Youth and Government program is student-led and designed to foster student leadership, responsibility, and autonomy. To support this approach, Program Advisors should primarily offer guidance and encouragement, fostering independence and self-empowerment among their delegates. Each school should nominate student leadership to head their delegation and cooperate with their advisor to support conference preparation and lead club meetings.

General Advisor Requirements

1. Complete YMCA background check and child safety training (online);
2. Host and attend all on-site meetings;
3. Attend Orientation, In-Person Training, and the State Conference;
4. Meet the requirements of their school and districts for sponsoring a club and off-campus club-related activities; and
5. Ensure that students register for the conference by the deadline, and share information about application and program expectations for student work.

General Advisor Responsibilities

1. Plan and organize recruitment opportunities within the delegation and in your school.
2. Act as a resource base for your delegation, utilizing the State Office when assistance is needed.
3. Develop student leadership within your delegation and work with students to grow towards their program goals.
4. Communicate with parents/guardians regarding important dates and fees, as well as the expectations you have of their student(s).
5. Plan and encourage fundraising opportunities for your delegation

Advisor Event Responsibilities

Not all events are mandatory, but if you have a student attending any of the in-person events below, an advisor must also be present for chaperoning.

Delegation Leader Meeting

In 2026-2027, this meeting is combined with Orientation. This will be the first meeting of the year for delegation leaders to obtain information from the statewide officer team about upcoming conference plans. The Conference Life Committee (CLC) member from each delegation should attend, as well as any students selected to serve as Delegation Mentors. Meeting will be hybrid (in-person and Zoom).

Task Force

Task Force is led by the Youth State Auditor, State Treasurer, and Commissioner of Public Lands and runs from late November/December to mid March. This online activity teaches students program fundamentals. Participants engage in an in-depth exploration of a topic or questions selected in advance by the leaders. Then the group will prepare a recommendation in the form of a bill that will be presented to the Youth State Legislature for action at the State Conference. Task Force is particularly helpful to students who are new to YAG, nervous about speaking at large events, or returning students who just LOVE delving into issues and writing bills! Students who participate in the Task Force may participate in any branch at the annual State Conference (branches with applications still require application and selection, no preference is given).

Orientation

This event is designed for new and returning students. During Orientation, students will be given an overview of the NMYAG program and branches to help them decide which branch they want to join, along with updates for the current program year.

Advisor Responsibilities:

1. Meet the requirements of their school and districts for sponsoring a club at an off-campus club-related activity.
2. Assist with supervising students during orientation. Advisors are not to interfere with the facilitation of the event unless there is a violation of conference rules or norms.
3. Attend Advisor Training sections during the Orientation event, as scheduled.

Training

There are 3 regional trainings held in Northern, Central, and Southern New Mexico to provide students several opportunities to participate in person as attendance at one training event is required to attend the State Conference. At Training, delegates will dive deeper into their respective branches to develop and plan for the State Conference.

Advisor Responsibilities:

1. Meet the requirements of their school and districts for sponsoring a club at an off-campus club-related activity.
2. Assist with supervising assigned locations during Training. Advisors are not to interfere with the facilitation of the event unless there is a need (such as a violation of conference rules or norms).
3. Assure students have chosen a branch in advance of the event to participate in.
4. Check that students have their materials prepared before Training so they can make the most of their time and complete the tasks assigned by their branch positions.
5. Ensure that students submit all preparatory work by the communicated deadlines.

YAGreat Night!

YAGreat Night! is a fun opportunity to practice parliamentary procedure (legislative and NIF), build your Oral Argument folders (judicial), create content (media), or practice deliberation and advocacy for bills (lobbyist, Gov Cab). This event is optional.

State Conference

This is the culminating event of the annual Youth and Government program. All delegates from across the state meet at the New Mexico State Capitol in Santa Fe and take on the roles they have been preparing for all year. Most sessions occur in the State Capitol, in rooms used by the real state government (including the House and Senate Chambers). All lodging arrangements are made for all delegations by the program director, and evening activities will be planned for all participants.

Advisor Responsibilities:

1. Meet the requirements of their school and districts for sponsoring a club at an off-campus overnight club-related activity.
2. Must be present at all State Conference activities and have at least one Adult Advisor on the Bus with their students to and from Santa Fe.
3. Arrive at any assigned duty locations on-time and assist in chaperoning student activities.
4. Facilitate evening delegation meetings (your student leader should lead the meetings, with your support).

State Conference Logistics

Registration

Advisors must not complete the State Conference registration for any student delegate. The online registration process requires a parent/guardian signature on mandatory legal waivers, as well as the provision of confidential health information and emergency contact details. Furthermore, a parent/guardian signature on these documents confirms they have reviewed and accepted the terms, understands the liability involved, and confirms the accuracy of the health and emergency information. Advisors may only guide students and their families through the registration process.

Fees

For a complete breakdown of program fee expenses, please refer to this year's Program Cost Estimate distributed by the State Office. Refunds are not allowable after the conference registration closes.

Advisors that are in ratio with their delegations (1:15 Students) will have their program fee covered. Delegations that are over ratio will be responsible for the additional advisor(s), with an invoice sent to the participating school.

Need-based financial assistance is available for students to apply before registration, until the budget has been exhausted. Please make sure to note the financial assistance deadline, as communicated and posted online, and have your students complete that application before the deadline. This application should be completed with parents/guardians to ensure accurate information is supplied to verify need.

Lodging

The overnight programming will be held at Glorieta Adventure Camps in Glorieta, NM. All lodging is arranged by the program, including bus transportation to and from the Capitol each day. Rural areas which arrange their own buses may be asked if their buses can remain onsite through the entire program to assist in facilitating transportation at a lower cost than contract bus companies.

At Glorieta, students and advisors will be housed in bunk-style dorm rooms, each room having its own bathroom. Students are housed 3-6 in a room, and advisors will be housed 2-3 to a room, all participants will have individual sleeping spaces (i.e., there will be no bed sharing). If an advisor requires an accommodation for health reasons, there are hotel-style rooms available, but a chaperone who can stay adjacent to that delegation's students in the dorm space will need to attend if required by the school delegation for advisor rooms to be in proximity to student rooms.

Participating in the overnight accommodation is a required component of the program due to portions of the programming that are crucial to the experience and participation that occur at Glorieta (such as initial committees, and the election debate night). Delegations may not make their own accommodations in Santa Fe or travel back home in the evenings. Advisors will have duty assignments at Glorieta, to assist with supervising students throughout the event and locations in use.

Delegations may opt-in to arriving at Glorieta a day early, if desired for transportation or programming purposes, but must register accordingly and pay the extra night and meals fee.

Meals

Most meals during the conference are fully covered by the program fee and will be served family-style in the main dining hall at Glorieta. Meal times are set and you and your delegates must be on time. It is open seating among our assigned tables. CLC Delegates are required to have breakfast in a designated location for their daily debrief.

During the State Conference, there will be at-minimum 2 meals that are delegate responsibility. These meals are scheduled while we are at the Capitol Building. Students will be required to travel and eat in groups of three while in Santa Fe. Advisors should communicate this policy to their students and assist in keeping your delegates in compliance.

Survey Requirements

For the upcoming year, New Mexico Youth and Government has received grant funding from Y USA that helps cover scholarship and transportation costs, along with other program expenses, to offset program expenses for participants. One condition of this funding is that we administer a pre- and post-conference survey to student participants. This is a **Civic Engagement** survey that is designed by Hello Insight. Advisors will be given access to track the submissions from their school and will be able to see a summary of results for what areas improved and actionable feedback for continued development in their delegation. All delegates are asked to complete this survey at the time of registration and will be reminded at Orientation. They will have a dedicated time at State Conference to complete the post-survey. The State Office is collecting authorization to survey participants from parents/guardians at the time of conference registration.

Advisor Chaperoning Assignments

All Advisors are assigned in shifts to chaperone specific program branches and are required to be in those locations at the designated time. These are a requirement and allow you and others to have free time to observe your students outside of those assignments. **When not assigned a chaperoning shift, Advisors are still required to remain present at the event and accessible for your students– you are the responsible adult for the students you brought.**

Program Area Leads (PALs)

PALs are well-versed advisors or volunteers that have the authority on the policy and rules for that area and are able to provide guidance, direction, and assistance when called upon by the student leader. PALs will remain accessible to the student leader throughout the conference to provide support and may redirect conduct in a branch as needed. If the PAL and branch presiding officers are unable to resolve challenges or issues, they may escalate them to the State Director directly.

There are 11 program areas that will have at least one PAL assigned:

1. Governor's Cabinet
2. Senate
3. House of Representatives
4. Judicial
5. Attorney General's Cabinet
6. Media
7. Lobbyist Corps
8. Middle School Page Program
9. National Issues Forum
10. State Budget Committee
11. Info Table

Advisors other than the PAL who feel there is an issue or problem that needs to be addressed must first speak to the Program Area Lead. If a program area advisor feels that the Program Area Lead or student leadership is not responding, they need to immediately contact the State Office. Under no circumstances should any advisor correct a student leader in the public arena. Similarly, disagreements among adult advisors should be discussed in as private a manner as possible.

State Conference

General Conference Timeline

You can expect Conference to be paced as below but the times are subject to change, and the final Conference Agenda will be available when finalized.

Sunday		Monday		Tuesday	
9:00 am	Check In	7:00 am	Breakfast	7:00 am	Breakfast
10:00 am	Branch Breakouts	8:00 am	Depart for Capitol	8:00 am	Depart for Capitol
11:15 am	Advisor Meeting	8:30 am	Branch Breakouts	8:30 am	Branch Breakouts
12:00 pm	Lunch	12:00 pm	Lunch	12:00 pm	Lunch
1:00 pm	Depart for Capitol	1:30 pm	Branch Breakouts	1:30 pm	Branch Breakouts
2:00 pm	Opening Session	1:45 pm	Advisor Meeting	3:30 pm	Media Presentation
3:00 pm	Branch Breakouts	5:30 pm	Depart Capitol	4:00 pm	Closing Session
5:15 pm	Conference Photo	6:30 pm	Dinner	5:00 pm	Load and Depart
5:30 pm	Depart Capitol	7:30 pm	Evening Social Activities		
6:30 pm	Dinner	9:00 pm	Media Presentation		
7:30 pm	Candidate Forum	9:30 pm	Delegation Meeting		
8:30 pm	Media Presentation	10:00 pm	Curfew		
8:45 pm	Evening Social Time				
9:30 pm	Delegation Meeting				
10:00 pm	Curfew				

General Student Expectations

Please refer to the Code of Conduct and School Agreement in the advisor Handbook for student expectations.

Dress Code

The dress code of NMYAG reflects the required decorum of the spaces we are inhabiting. Both Advisors and Delegates are required to adhere to a dress code based on the formality of the State Capitol. Clothing must always fit appropriately and fully covers shoulders, chest, back, and midriff. Expectations are set by the Capitol Building, and students or adults who are not following Capitol standards may be asked to change.

Attire Requirements by Event

- **Business Professional Attire** is required during all conference sessions and legislative work. This is the highest standard of dress. Examples include: Collared shirts with ties, sport coats or blazers, dress slacks, and skirts or dresses that fall below fingertip length. All footwear must be closed-toe dress shoes; no open-toe shoes are permitted. Jeans are strictly prohibited during professional sessions.
- **Business Casual Attire** is acceptable for pre-conference events. Examples include: Button-down shirts, professional blouses, khakis, and dress shoes.
- **Casual Attire** (including jeans) is only permitted during designated fun events and evening social time.

Prohibited Items

To maintain focus and professionalism, certain items are **prohibited** during formal conference sessions:

- Hats and sunglasses.
- Distracting accessories.
- Headphones or earbuds.
- Graphic designs on clothing, unless they explicitly represent a YMCA or school event.

Addressing Dress Code Issues with Sensitivity

It is an Advisor's responsibility to ensure your entire Delegation, including yourself, adheres to the dress code. Compliance issues must be addressed with professionalism, care, and sensitivity. The focus must always be on correcting the attire, not embarrassing the student. Advisors should only address dress code issues with their delegates and report issues to the State Office for other delegates.

1. **Address the Issue Sensitively—Do not** call attention to a dress code violation in front of other delegates or publicly. Take your student to the side, in view of other delegates or advisors, to talk about the specific issue.
2. **Focus on the Standard—** Frame the conversation around the program's rules and the expectation for the Capitol setting, not on a judgment of the student's personal choice. For example: "The requirements for the legislative session are for a collar and a tie," not "You are dressed inappropriately."
3. **Provide a Solution—** Ask if the student has an alternative item they can change into. If needed, provide a private space for them to make a change. If a student is unable to comply, reach out to the Advisor group or State Office for assistance.

Advisors need to lead by example and maintain a business professional appearance during Conference. Your own compliance reinforces the expectation that this standard is essential to the program's success.

Delegate Roles

Executive Officers

Governor— The Governor assembles and presides over an executive cabinet, signs or vetoes bills, oversees conference planning, among other things. The Governor delivers the State of the State address at the Opening Session of the Youth & Government conference and sets an agenda of issues that they would like to see addressed by the Youth conference. The Governor will have the ability to recommend actions on legislation in the House and Senate. Eligibility for Youth Governor is one prior year of experience in a high school YMCA Youth and Government Program and prior participation in an appointed or elected officer position or YMCA national conference.

Lieutenant Governor— The Lieutenant Governor will chair the Senate chamber during the session. It is their job to make sure there is good and fair debate when discussing bills in the Senate chamber. They must also appoint leadership positions.

Secretary of State— The Secretary of State oversees the elections for executive officer positions as well as participates in the Governor's Cabinet. The Secretary of State will run debate night and assist with ensuring a fair election process. They are also responsible for collecting any receipts of campaign materials and making sure all rules in the candidate packet and Youth Constitution are being followed.

Speaker of the House— The Speaker of the House will chair the House chamber during the session. It is their job to make sure there is good and fair debate when discussing bills in the House chamber. They must also appoint leadership positions.

Attorney General— The Attorney General's responsibility is to make sure all bills that are introduced in the House and Senate are constitutional. If constitutionality is in question, the Attorney General may recommend amendments for corrections during committee or may pull the Bill for a ruling on constitutionality if amendments are not made. The Attorney General will represent the State, and member(s) of their Cabinet will represent the bill author(s) in presenting the case to the Supreme Court alumni panel. The decision of constitutionality will be made by the Supreme Court alumni panel. This process is called Judicial Review.

State Auditor— The State Auditor will work together with the Land Commissioner and State Treasurer to plan and oversee Task Force which occurs in the months leading up to conference. They may help delegates during the drafting process of their bills. During Conference, they will preside over the National Issues Forum.

Treasurer— The State Treasurer will work together with the Land Commissioner and State Auditor to plan and oversee Task Force which occurs in the months leading up to conference. They may help delegates during the drafting process of their bills to ensure maximum feasibility in accordance with the New Mexico State funds. During Conference, they will preside over the State Budget Committee.

Commissioner of Public Lands— The Land Commissioner will work together with the State Auditor and State Treasurer to plan and oversee Task Force which occurs in the months leading up to conference. They may help delegates during the drafting process of their bills. During Conference, they will preside over the National Issues Forum.

Chief Justice— The Chief Justice will run the Judicial Branch and will identify the case and case law to be used at conference. The Chief Justice will preside over appellate hearings from the competing teams who debate the case in question.

Appointed Executive Officer Positions

Media Director— Media Director is appointed by the State Director. The Media Director oversees all media branches as well as other media delegates. The Media Director serves as a manager of the media branches in addition to contributing content to the Media.

Chief Lobbyist— The Chief Lobbyist is appointed by the State Director. The Chief Lobbyist trains and oversees the Lobbyist Corps. The Chief Lobbyist serves as a manager of the Lobbyist Corps in addition to participating in lobbying activities at conference.

Executive Officer Responsibilities

All executive officers will be responsible for but not limited to the planning of conference, presiding over the conference, observing other state conferences, preparing materials for the conference, and providing training workshops for all delegates.

The executive officers of Youth & Government are highly involved in planning the Youth & Government conference throughout the year. As an elected officer, you will be expected to attend planning meetings beginning in summer the year you are elected. You will be required to attend Orientation, Training, and the State Conference. The executive officers will also plan and execute a service project.

All executive officers represent the YMCA and Youth & Government, and as such, are expected to be respectful and serve as leaders in the program. While they may participate in their school delegation, they may not serve as leadership as it is a conflict with their State Office role. Officers must act and dress professionally while at Youth & Government events. Officers must bear in mind the leadership role and influence that they have in Youth & Government when posting on social media.

Running for Office

Students that want to run for the elected officer roles listed above must comply with the current year's candidate packet that outlines campaign rules, spending limits, social media guidelines, debate night, and consequences for campaign violations. Please ensure you are referring to this document as your student gears up for running for office.

Appointed Leadership and Delegate Roles

Outside of the Executive Officers, several appointed leadership roles are available, and delegates can apply for these through a secondary process. Delegates apply for these positions through an online application. The Executive Officers host interviews with eligible applicants and make their selections prior to regional training. These appointed leaders receive their specific training during the regional event.

- Legislative Branch:
    - Committee Chairs
    - President Pro Tempore (Senate)
    - Majority and Minority Floor Leaders
    - Parliamentarians
    - Chief Clerk / Assistant Clerk for each Chamber
    - Sergeant at Arms
- Judicial Branch:
    - Associate Justices
- Executive Branch:
    - Cabinet Secretary positions in Governor's Cabinet
    - Attorney position in Attorney General's Cabinet

- Media:
    - All media delegates must apply
    - Appointed Media Area Leads
    - Limited to two delegates per delegation
- Lobbyist:
    - All lobbyist delegates must apply
    - Limited to two delegates per delegation
- National Issues Forum:
    - Committee Chairs
- State Budget Committee
    - Vice Chair
    - All SBC delegates must apply

Regular Delegate Roles

All students who participate in NMYAG will fill one of the roles listed below. Successful participation in the State Conference requires all delegates to complete branch-specific training and preparation. This preparation is essential to ensure delegates are familiar with their tasks, understand their responsibilities, and can effectively contribute to their branch's performance. Advisors are provided with materials and deadlines for preparing their delegates for State Conference.

- Legislative Branch
    - Senator
    - Representative
- Judicial Branch
    - Attorney
- Lobbyist Corps
    - Lobbyist
- Governor's Cabinet
    - Secretary
- AG Cabinet
    - Attorney
- Media Branch
    - Design and Illustration
    - Journalism
    - Photography
    - Social Media
    - Videography
- National Issues Forum
    - Delegate
- State Budget Committee
    - Legislator

Transportation Expectations and Advisor Supervision

NMYAG provides buses for organized travel from Albuquerque to Santa Fe as well as between Glorieta and the Roundhouse. It is required that an advisor must be present on that bus when one of their delegates is aboard. If additional Advisors are driving separately, the State Director must be notified and the Advisor must follow the bus to and from the event.

Punctuality— All participants (Advisors and Delegates) must arrive at the designated meeting point for the bus at the specified time. Buses will depart promptly to maintain the schedule.

Conduct— All delegates are expected to maintain the same high standard of behavior on the buses as they do during formal conference sessions. This includes:

- Keeping noise at a respectful level.
- Cleaning up all personal trash.
- Treating the bus driver and vehicle with courtesy and respect.

Seat Belts— All participants must wear seat belts if available while the bus is in motion.

Advisor Responsibility

Your presence on the bus is critical for ensuring compliance with all safety guidelines. As a supervising adult, you are responsible for:

- Taking an accurate headcount of your delegates before departure and upon arrival.
- Enforcing the program's Code of Conduct throughout the trip.
- Ensuring students remain seated and comply with the driver's instructions.

Advisor Packing List

Your clothing choices at the State Conference must reflect professionalism across a variety of settings, ranging from formal legislative sessions to casual work periods. Being appropriately dressed sets the standard for your delegates and ensures you are ready for any event or meeting.

- Session Clothes – advisors must adhere to the same dress code as delegates; anyone failing to meet dress code standards may be asked to leave and come back dressed appropriately
- Session Shoes – it is important to wear shoes that are both comfortable and in adherence to the dress code
- Walking Shoes – not a bad idea to pack some tennis shoes for walking downtown for lunch
- Casual Clothing – while there isn't much time to wear casual clothing, it is nice to have for evening activities
- Bedding and Towels—Glorieta does not provide bedding or towels for the dorm style rooms. Advisors and students are required to bring either bedding for an XL Twin, or a sleeping bag and a bath and hand towel for personal hygiene.

As an Advisor, you are walking into a labyrinth of hangnails, ripped nylons and forgotten phone chargers. And, while it is impossible to be prepared for every unfortunate event, having these items on hand may save you from spending lunch looking for a drugstore.

- Pens
- Band aids
- Extra nylons
- Menstrual products
- Travel deodorant
- An extra necktie
- Safety pins
- Snacks for your delegation
- Breath mints
- Phone chargers

Student Packing List

The list below is provided to delegates ahead of Conference. Please discuss the bag issue directly with your delegation.

- Business Professional attire for three days (includes Sunday's outfit)
- Dress shoes (high heels not recommended)
- Comfortable shoes for free time
- Casual outfits for evening activities
- Pajamas
- Socks + undergarments (enough for each day)

- Jacket + warm layers
- Rain jacket, poncho, or umbrella
- Toiletries (expect none to be provided)
- Snacks
- Water bottle
- Flashlight or headlamp
- Pillow and Bedding (XL twin size or sleeping bag)
- Towels: Shower and Hand towel/wash cloths (not provided in dorms)
- ~$50 cash (two lunches)
- (recommended) Phone + charger, or battery pack
- Small backpack – DO NOT bring your usual school backpack with all your usual school items. You will have to go through Capitol Security each time you enter the Roundhouse, and they are required to search bags so it slows down the process *significantly* if you bring a large bag.

Additional Items to Consider (But Not Necessary)

- Bathmat (discuss with your roommates)
- Surge protector or extension cord (discuss with your roommates)
- Shower shoes
- Lint roller
- Bug spray
- Ear plugs

Please make sure that you speak with your students regarding schoolwork. Students are advised not to bring all their work as there is very little down time.

Additionally, advise your students not to bring any valuables. The sleeping rooms at Glorieta are not locked and anything they bring and leave in their room is at their own risk.

Delegate Information

General Delegation Timeline

A brief guide to help you ensure your delegation is progressing productively towards the State Conference.

August/September/October: Recruiting and establishing meeting times, organization and norms, and delegation officer positions.

November/December: Continue meetings and recruiting and encourage students to make decisions about branch participation and bill ideas. Encourage students (especially new students!) to join the Task Force, which begins in this timeframe (online meetings only). Attend Orientation.

January: Solidify members' branch participation choices and begin brainstorming bill ideas. Initial research on bill topics: confirm the proper state jurisdiction and existing law and look for comparisons in other state governments. Begin researching and writing Bills, Briefs, Proposals, and other branch-related products. The Judicial Appellate Court Case and case law materials should be available in early January.

February: Research and writing of Bills, Briefs, and other branch-related products. Students should prepare a draft Bill or Brief before the regional Training event. Attend regional Training.

March: Turn in all pre-work by the communicated deadline. Advisors should review submissions before students submit them. Attend YAGreat Night! (optional).

April: State conference at the New Mexico State Capitol in Santa Fe, NM.

Sample Club/Delegation Charter

https://bit.ly/NMYAGsamplecharter

The linked **Sample YAG Charter** is the foundational document that formally establishes your Youth and Government (YAG) Delegation as a recognized club of your school. It outlines the structure, purpose, and rules that govern your delegates. Establishing a charter, bylaws, or any form of governing document will allow you and your students to establish clear expectations, maintain compliance, and set operational standards and structure. This document is provided as a starting point for delegations, it may be adapted as needed to the local school.

Recruitment

Effective recruitment is a year-round process, but the most important time to engage students' interest is early in the year and leading up to Orientation. Use these strategies to build a large and diverse delegation.

Timing and Visibility

Successful recruitment hinges on high visibility and early engagement before students are fully committed to other activities.

- Start Early Before Commitments Harden: Begin recruitment efforts closer to the start of the year, ideally within the first 6 weeks. Students' schedules fill up quickly, and the earlier you capture their interest, the higher the likelihood they'll commit to the program.

- Leverage Early Fall Activity Fairs: If your school has an activity fair, make your presence stand out. Have current members wear program gear, play a short video about the State Conference, and offer a simple ice-breaker activity or giveaway to draw students in. Collect interested students' names and email addresses on a sign-up sheet, rather than just handing out flyers.
- Request Materials from the State Office: Maximize your visibility by requesting updated posters, flyers, and digital content from the State Office. These materials carry the official program branding and can save you valuable time on graphic design. Post these materials in high-traffic areas like the cafeteria, library, and main hallways.

Targeting and Engagement

The most effective recruiting is done through peer influence and strategic targeting of students outside the usual club cohort.

- Students are the Best Recruiters: Empowering your current delegates and especially your Delegation Officers to recruit is your most powerful tool. Host a brief Recruiter Training Session where you equip them with talking points and the club's "elevator pitch." Challenge each existing member to bring one or two new, quality recruits.
- Don't Just Focus on the Kids Who Do Every Activity: While the high-achieving, over-committed students are great, diversify your delegation. Actively seek out students who demonstrate:
    - Latent Leadership: Students who show leadership in their friend group or a part-time job but haven't joined many school clubs.
    - Hidden Talent: Students who excel in specialized areas like debate, public speaking, accounting/finance, art, or video editing, as these skills translate directly to varying branches.
    - Teacher Recommendations: Ask teachers (especially those in English, Social Studies, and Business departments) to recommend students who are insightful, creative, or collaborative but may be shy about joining a new group.

Effective Meetings

Effective meetings are the engine of your program's success. Your role as an advisor is to facilitate, train, and support the Delegation Officers, ensuring the meeting structure remains productive and focused on conference preparation. Below are some suggestions for running effective meetings.

Establish and Maintain Agendas—The agenda is the roadmap for a successful meeting.

- Require a Draft Agenda: The Delegation Officers should draft a clear agenda (listing topics, person responsible, and time allocation) before the meeting.
- Advisor Review: Review of the draft agenda with the student leaders, focusing on:
    - Are the goals of the meeting clear and achievable?
    - Is there enough time budgeted for complex discussions (like policy debates or proposal ideas)?
    - Are there clear action items for delegates to take after the meeting?
- Publish the Agenda: Distribute the finalized agenda to all delegates before the meeting begins (via email, a shared drive, or printed handout) to set expectations and promote accountability.

Delegate Ownership and Leadership—Use meetings as a primary training ground for student leaders.

- **Students Run the Meeting:** The Delegation Officers should chair the meeting and manage the flow. They should be responsible for starting on time, introducing topics, and keeping the discussion moving.
- **Advisor as Timekeeper/Coach:** Stand back and let students lead. Intervene only to:
    - Gently keep the group on the scheduled time.
    - Guide the discussion back to the topic if it drifts.
    - Offer brief, positive feedback on the leadership skills of the Executive Officer leading the session.
- **Training on Procedure:** Teach your Delegation Officers basic meeting facilitation techniques, like how to call for a vote or effectively table a discussion, to maintain order and fairness.

Support the Delegation Officers—Your primary job is to mentor your student leaders, not lead the delegation yourself.

- **Weekly Check-in:** Hold a brief, separate check-in meeting (15–20 minutes) with your Delegation Officers **before** the main delegate meeting. Use this time to:
    - Review their progress on their roles.
    - Help them anticipate potential challenges or difficult questions from the general delegation.
    - Discuss the agenda and review speaking points.
- **Empower Decision-Making:** When questions arise in a general meeting, direct them to the appropriate student leader ("That's a great question for the Vice President to address, as it relates to internal affairs."). This builds their authority and competence.

Maximizing Effectiveness

- **End with Action Items:** Conclude every meeting with a clear recap of "What happens next?" Every delegate should leave knowing their specific homework, preparation task, or research assignment.
- **Follow Up:** Ensure meeting notes, including action items and decisions, are circulated to all delegates (even those absent) within 24 hours.
- **Vary the Format:** Avoid making every meeting a lecture. Integrate preparation by including a mock debate, a short presentation by a different delegate each week, or a structured small-group activity related to Conference prep.

Delegation Resources

https://bit.ly/NMYAGPublicFolder

The program maintains a centralized Public Resource Folder, linked above, which serves as the primary hub for all essential documents, templates, and examples for advisors. This folder is designed to save you time and ensure consistency across all club operations. Inside, you will find vital resources such as agendas, branch specific resources, templates, samples, and past conference info. Advisors are strongly encouraged to check this folder first for any operational need.

Additionally, you will be invited to join the conference's Advisor Hub in Airtable, which is an account that will require login, and is another location to find resources and check student registration and submissions.

Delegation-Bonding/Fun Activities

Investing time in delegation bonding activities is essential, as these social moments directly translate to success at the State Conference. These activities build trust and communication outside of preparation, which allows students to better rely on one another during the demanding conference schedule. A cohesive and high-trust delegation fosters a stronger sense of identity and morale, reduces internal conflict, and ensures that all delegates—especially first-time attendees—feel supported, valued, and connected to the overall goals of the program. Below are some ideas for you and your delegation.

Low-Cost, On-Campus Activities (Quick & Easy)

These are great for the end of a long meeting or a casual after-school session.

- **"Two Truths and a Lie" (Program Edition):** Have each student share two true facts about their YAG experience (e.g., "I'm running for Senate," or "My bill is about solar energy subsidies") and one false fact. It's a fun way to learn about the entire delegation's focus areas.
- **Skill Swap:** Dedicate 10 minutes at the end of a meeting for delegates to teach a quick, relevant skill to the group (e.g., how to shake hands professionally, a quick public speaking tip, or how to use a specific software tool).
- **Delegation "Family" Night:** Host a potluck dinner or order pizza in the school cafeteria or advisor's classroom. This unstructured time allows students to relax and socialize outside of preparation work.

Off-Campus, Community-Focused Activities (Service & Fun)

These build teamwork while engaging with the wider community.

- **Delegation Service Project:** Volunteer together at a local food bank, animal shelter, or community cleanup event. Working toward a shared civic goal builds camaraderie and reinforces the program's values.
- **Host Another Delegation:** Create a fun event or activity and invite neighboring delegations over to get to know one another and make new friends.
- **Mini-Golf, Bowling, or Arcade Night:** A classic outing that encourages friendly competition and casual interaction away from school pressures.
- **Escape Room Challenge:** This is an excellent, time-bound activity that forces delegates to communicate, problem-solve, and collaborate under pressure—skills vital for conference events.

Conference Prep-Focused Bonding (High-Value)

These activities double as preparation for the State Conference.

- **Mock Session/Committee Mixer:** Organize a practice night where delegates who don't usually work together (e.g., Judicial delegates and Legislative delegates) mingle and practice introducing their roles or event topics to each other.
- **"Delegate Buddy" System:** Pair new members with veteran delegates and give them a structured task to complete together (e.g., creating a 5-minute presentation on the conference dress code or running a practice drill).

Fundraising Ideas

Securing necessary funds for State Conference and delegation activities is a critical part of the advisor and delegate experience, whether it is directly done by the student or through fundraising efforts. A diverse fundraising approach often yields the best results. The State Office will provide a Fill-My-Gavel sponsorship fundraiser that any delegate at the conference can participate in.

Product Sales (Low Effort, High Brand Recognition)

These options leverage established companies to handle production and delivery, reducing the delegation's logistics burden.

- **Double Good Popcorn:** This is a 100% virtual fundraiser run entirely through the Double Good app. Delegates create a pop-up store link that is active for four or seven days. The company handles all order fulfillment, and the delegation keeps 50% of the profit. This is ideal because there is no inventory to manage. If needed, ask the State Office to set up a Double Good fundraiser for your delegation.
- **World's Finest Chocolate:** A classic, proven fundraiser. Students sell boxes of chocolate bars for a fixed price (usually $1–$2). The club buys the cases wholesale and profits from the difference. Best practice would be to require an upfront agreement from students/parents to cover the cost of any unsold or lost boxes.

On-Campus Sales & Events (High Visibility)

These ideas rely on high foot traffic within the school community.

- **Bake Sales/Snack Shop:** Sell simple, pre-packaged snacks, candy, and drinks during lunchtime or after school. Remember to check your school policies regarding homemade goods.
- **Raffles:** Raffle off a desirable item (e.g., a school spirit basket, gift cards donated by local businesses, or tickets to a local event). The cost to the delegation is minimal, maximizing profit per ticket sold.
- **Concessions at Home Games (if school allows):** Partner with your school to manage the concession stand during one or more home sporting events. This often provides the largest one-time profit but requires significant volunteer labor from parents and students.

Community Engagement Events (High Value)

These are larger events designed to draw in the extended community.

- **[Spaghetti] Dinner Before Home Game:** Host a simple, catered or donated dinner (like spaghetti, chili, or pizza) in the school cafeteria or gymnasium *before* a well-attended event. Sell tickets in advance to estimate attendance and reduce food waste.
- **School Patrons/Program Alumni Donations:** Create a simple letter or email campaign targeting former program members, parents of previous graduates, or local businesses. Clearly state your fundraising goal (e.g., "to send 15 delegates to State Conference") and what their donation will cover. Make giving easy with an online donation link.