



AMERICAN LEGION AUXILIARY DEPARTMENT OF CALIFORNIA EDUCATION PROGRAM

April 2024

ALA Board of Education Members,

Spring! I love springtime and the sound of birds chirping in the mornings. On the downside, it means it's time to buckle down to prepare our End of Year Reports. Hopefully, the following will be helpful to you.

Agenda Item #1 – Focus Points for Your Supplemental Reports

As a program chairman, your reports should share the positive impact of our mission. Our reports share the good we do in our communities and let others know why we matter. You need to brag about the wonderful things your unit has done! Here are some simple steps to make your unit stand out:

1. Provide details/examples about the activity. Be sure to include specific information such as unit name and number.
2. Submit your unit report and supplemental to your District Chairman by April 12. District Chairmen are to submit their report with photos by May 1, 2024.
3. Photos should be in a high-resolution format (at least 300 DPI) or sent using the high-resolution option on your phone. When emailing the photo, select "actual size" for attaching to the email.
 - o When possible, include photos of actual events. Action photos are better than posed ones.
 - o The request for photos is important for our national chairman to highlight members serving our mission.

Agenda Item #2 - Committee-Specific Reporting Guidelines:

As you write your supplemental, remember to describe the following:

- How did you promote Give 10 to Education?
- How did you participate in American Education Week and Teacher Appreciation Week?
- How did you participate in Veterans in Community Schools?
- Did you offer any scholarships in your unit or your district? Describe the eligibility rules and amounts awarded.

Agenda Item #3 – Purple Up! Day

Encourage schools to participate in Month of the Military Child and Purple Up! Day in April to honor their students who are military children.

- o Sponsor a Purple Up! Day on April 15 in your school by providing purple items for students to wear.
- o Present the Military Child Table at your school, unit meeting, or at your post.
- o Sponsor a party for the military children in your school.

Agenda Item #4 – Teacher Appreciation Week is May 6th through 10th

Here are a few ideas to help you participate in Teachers Appreciation Week:

- o Contact local Parent Teacher Organizations or schools to see what your unit could sponsor or donate (e.g., donating doughnuts to your local schools).

- Show your appreciation to teachers by designing and presenting certificates of appreciation.
- Provide Teacher Survival Kits with fun and helpful items such as candy and snacks, tea bags or coffee, restaurant gift cards, or items for the classroom.

Agenda Item #5 – MCEC: Military Child Education Coalition

I have attached a flyer describing the *MCEC Call for the Arts* program that invites military-connected children from all over the world, representing every branch of service, to share interpretations through art of what it means to be a military-connected child. Please share this information.

Don't forget to give me a call, email or text if you have any questions.

This meeting is adjourned until May.

Yours in Service, United as One

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