

## Kansas American Legion Leadership College Schedule

### Friday, June 7, 2024

3:00 PM-9:00 PM	Housing Area	<b>Registration</b> , Pick up your packets and room keys. (if staying in dorms)
3:00 PM-5:00 PM	GR204	<b>Membership Meeting</b> , District Commanders and Vice Commanders will present their District Membership Plans for the year. A printed copy of the plan will be required. Oral presentation should be 5-10 minutes.
5:00 PM-7:00 PM	Cafeteria	<b>Dinner</b>
6:15 PM-7:30 PM	Cook Theater	<b>DEC Meeting</b> , Open to guests unless in executive session, Districts Commanders should have Time/Date/Location of Homecomings.
8:00 PM-???	Pizza Hut	<b>O-POOP-PAH-DOO</b> , Come join the fun

### Saturday, June 8, 2024

6:30 AM-7:45 AM	Cafeteria	<b>Breakfast</b>
7:45 AM-8:00 AM	Cook Theater	<b>ALLC Orientation , (TAL, ALA, SAL) - ALLC Committee</b>
8:00 AM-8:50 AM	Cook Theater	<b>Historian/ Chaplain-</b> Roles and responsibilities of a post historian or chaplain by Dan Stacy and Debra Muyleart.
	PA255	<b>MyLegion.org for Legion &amp; SAL Individuals, Posts, Squadrons, and Districts-</b> you will be trained on how to register for an account, navigate, and update your personal information and how to use some of the helpful features of the system. Bring a laptop or mobile device that you will use on a regular basis to access myLegion if you can, this will be in a computer lab if you don't have a portable device to bring presented by Julie Miller, Rick Miller, Mike Jury and many others.
	GR204	<b>Finance Officer 1-</b> Learn how to stay in compliance with local, state, and federal finance laws that apply to all posts by Eszter Blair and Gaylord Sanneman
	GR205	<b>Service Officer 1-</b> Post Service Officer training by Department Service Officer Tim Marlar, each session gets more in depth.
	GR201	<b>ALA Membership 101-</b> presented by Tracy Kinnick
9:00 AM-9:50 AM	PA255	<b>Adjutant 1-</b> learn about reporting, transmission of memberships, minute taking, and your role in assisting other post officers. Presented by Julie Miller & Rick Miller.
	Gymnasium	<b>Color/ Honor Guard-</b> Learn how to properly display, pay respect, and present the colors, by Doug Hensley and Edie Price
	GR204	<b>Finance Officer 2-</b> Learn how to stay in compliance with local, state, and federal finance laws that apply to posts with club rooms or gaming licenses by Eszter Blair and Gaylord Sanneman
	GR205	<b>Service Officer 2-</b> Post Service Officer training by Department Service Officer Tim Marlar, each session gets more in depth.
	GR203	<b>SAL Important Reports &amp; Forms-</b> Squadron Data Report, Consolidated Squadron Report and more, presented by TBD.
	GR201	<b>ALA Strategic Planning -</b> presented by Cheryl Eastep & Tracy Kinnick
10:00 AM-10:50 AM	Cook Theater	<b>American Legion Legislative Agenda (TAL, ALA, SAL) -</b> Learn about what our organizations are fighting for in Washington and Topeka and how you can help, presented by George Pogge & Clarence Frye

	PA255	<b>Adjutant 2-</b> A continuation of Adjutant 1 where you began to learn about reporting, transmission of memberships, minute taking, and your role in assisting other post officers. Presented by Julie Miller & Rick Miller.
	GR205	<b>Service Officer 3-</b> Post Service Officer training by Department Service Officer Tim Marlar, each session gets more in depth.
11:00 AM-11:50 AM	Cook Theater	<b>Multi-Generation Mentorship and Leadership Part 1-</b> Participate in an exercise to help you better understand how to be a good mentor and leader across multiple generations. Presented by Doug Hensley and Mike Cole.
	GR204	<b>Constitution and Bylaws-</b> How and why it is important to have your constitution and bylaws up to date and how to do so. Presented by Jimmie Foster and Jeff Bond.
	GR206	<b>Media &amp; Communications-</b> The dos and don'ts of online social media as well as ideas and tips on printed media promotion. Presented by Jeremy Ehart and Joe Hulse.
	GR205	<b>Service Officer 4-</b> Post Service Officer training by Department Service Officer Tim Marlar, each session gets more in depth.
	GR203	<b>SAL District Officer Training-</b> Training for District Commander, Vice-Commander, and Adjutant, presented by TBD
	GR201	<b>ALA Public Relations and Branding</b> —presented by Cheryl Eastep & Tracy Kinnick
12:00 PM-1:00 PM	Cafeteria	<b>Lunch</b>
1:00 PM-1:50 PM	Cook Theater	<b>VA/KCVA Q &amp; A Panel, (TAL, ALA, SAL)</b> – A representative from the Veterans Benefits Administration (VBA), Veterans Health Administration (VHA), and Kansas Commission on Veterans Affairs (KCVA) will answer your questions.
2:00 PM-2:50 PM	Cook Theater	<b>Multi-Generation Mentorship and Leadership Part 2-</b> Participate in an exercise to help you better understand how to be a good mentor and leader. Presented by Doug Hensley and Mike Cole.
	PA255	<b>MyLegion.org &amp; Adjutant additional assistance-</b> if you still have questions or need more in detail assistance, this is in a computer lab for those that can't bring their own device, no food or drinks allowed presented by Julie Miller, Rick Miller, Mike Jury and many others
	GR206	<b>Resolution writing-</b> Learn how to research and write a proper resolution, presented by Jeremy Ehart and James Snyder
	GR203	<b>SAL Four Pillars of the American Legion</b> – A brief overview of the Four Pillars, presented by TBD.
3:00 PM-3:50 PM	Cook Theater	<b>Parliamentary Procedure, (TAL, ALA, SAL)</b> This class is great for current and future Post Commanders, or anyone wanting to learn how to properly run a meeting, make a motion, or amend a motion along with much more. Presented by Marri Krupco, Sharon Spiker & Jeff Kerns
6:00 PM-7:00 PM	Post 76	<b>Dinner</b>
7:15 PM-8:30 PM	Post 76	<b>CWF Auction (Donations Needed)</b>
8:30 PM-??	Post 76	<b>Karaoke</b>

**Sunday, June 9, 2024**

7:30 AM-8:45 AM	Cafeteria	<b>Breakfast</b>
9:00 AM-9:50 AM	Cook Theater	<b>Model Meeting , (TAL, ALA, SAL)</b> - Watch and participate in a properly ran meeting presented by Marri Krupco, Sharon Spiker & Jeff Kerns
10:00 AM-10:50 AM	Cook Theater	<b>Membership Recruiting and Retention Forum-</b> Round table type discussion including the use of membership impact reports lead by Outgoing and Incoming Membership Committee
	GR203	<b>SAL Open Discussion-</b> This class is a review of SAL related topics. This discussion will cover practical subjects not investigated in the previous classes, presented by TBD.
	GR201	<b>ALA National Security</b> – Presented by Kristen Hensley
11:00 AM-11:50 AM	Cook Theater	<b>Legion Family Etiquette, Q &amp; A-</b> The written and unwritten rules of the American Legion Family. Your opportunity to ask questions and give feedback and ideas for next years ALLC. Presented by the KALLC Committee, ALA Presenters and SAL Presenters

**Kansas American Legion Leadership College Registration**

Cloud County Community College in Concordia

June 7-9, 2024

Mail to: Department Headquarters  
1314 SW Topeka Blvd  
Topeka, KS 66612

Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone & Email \_\_\_\_\_

Member of \_\_\_\_\_ Post, Unit, Squadron, Guest (circle one)  
Post Service Officer Training Yes or No (circle one)

	<b>YES, I will need housing (dorm room) at ALLC for \$40 for the weekend</b>	
	<b>YES, I will need meals at ALLC for \$45 for the weekend</b>	
	<b>Total Enclosed</b>	