THE AMERICAN LEGION DEPARTMENT OF OHIO
"VETERANS STRENGTHENING AMERICA"

DEPARTMENT HEADQUARTERS: 60 BIG RUN ROAD, DELAWARE, OHIO 43015-8007
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CHILDREN AND YOUTH COMMISSION

MEMBERS OF COMMISSION AND APPOINTMENT PROCEDURE: The Commission shall have fourteen (14) members, one (1) Chairperson representing his/her respective district and thirteen (13) Region Chairpersons from remaining respective districts. Commission members shall serve a term of one (1) year and are appointed by the Department Commander. Commission members may be annually reappointed at the discretion of the Department Commander.

The Department Adjutant shall serve as an ex-officio member of the Children and Youth Commission.

The Department Adjutant shall assign a member of the Department Staff to serve as liaison and advisor to the Department Children and Youth Commission.

The rules of this commission will be reviewed by the Children and Youth Commission and submitted to the Department Executive Committee (DEC) for approval at the August DEC Meeting.

RESPONSIBILITY: The Commission shall fundraise, plan, supervise, direct, and coordinate The American Legion Child & Youth programs and activities that promote and encourage the care, protection, and well-being of children and youth. The Commission shall establish and review the rules and budget for the commission annually.

1. The commission shall submit an annual budget for review by the Finance Committee no later than June 15th.
2. The commission shall coordinate with Department Headquarters for the development of commission/program content to be posted on the website, in the newsletter, and/or all other media outlets.
3. The commission shall encourage increased participation and promotion of programs and activities by Posts.
4. The commission shall establish rules, fees, and deadlines associated with program activities.
5. The commission shall coordinate with Department Headquarters to secure venues and locations for activities.
6. The commission shall select awards and activities associated with program events.
7. Assure care and protection for the children of veterans.
8. Improve conditions for all children and youth with due concern for maintaining the integrity of the family home.
9. Prevent social and physical ills of children and youth where possible, utilizing services of and cooperating with sound organizations and agencies for children and youth.
10. Maintain a balanced program that provides for their physical, emotional, intellectual and spiritual needs.

11. The Commission shall plan, supervise, direct and coordinate all Children & Youth Programs of the Department, and the Commission shall encourage greater Post participation in Children & Youth programs.

12. The commission is responsible for promoting the School Awards Program, and the coordination of other Department and National Education Programs.

13. Further, the Commission shall cooperate fully with the similar commission within the Ohio Department of The American Legion Auxiliary and the Sons of The American Legion.

AUTHORIZED MEETINGS: *(there will be 1 in person meeting the commission members will be authorized to attend at mileage only, decided by the Commission Chairman)*

1. Standing Committee Meetings (JUL): Standing Commission Meetings are normally held in July following the Department Convention.

2. Fall Americanism Committee Meeting (OCT): The Commission Chairman will meet in October after the National Children & Youth Conference held in Indianapolis, IN.

3. Spring Committee Meeting (MAR): The Commission shall meet in the spring for budget and program planning.

If additional face to face meetings are required, the Department Commander may so authorize upon the petition of the Child and Youth Commission Chairperson. Reimbursement shall be at mileage only.

Any additional commission meetings are authorized to utilize the Department Conference Call service. Reimbursement is not authorized for these meetings.

OTHER AUTHORIZATION AND/OR DIRECTIONS: The Chairperson is required to provide a report of the Commissions activities to the August, December, April and July Department Executive Committee (DEC) meetings and annually to the Department Convention. The Chairperson shall annually submit a proposed Commission budget to the Finance Commission before the Spring DEC meeting.

REIMBURSEMENT:

1. Vouchers: All expense vouchers must be submitted to the Department Children & Youth Coordinator 14 days following the meeting.

2. Mileage: The reimbursement for cost of mileage by private automobile shall be at the rate of forty-five ($0.45) cents per mile, roundtrip.