

November 2020

TO: Post Adjutants, Unit Presidents, & A.E.W. Chairmen

SUBJECT: AMERICAN EDUCATION WEEK, **NOVEMBER 16-20, 2020**

The American Legion, The National Education Association and the Office of Education first observed A.E.W. during December 4–10, 1921. The Congress of Parents and Teachers (PTA) and the National School Board Association joined as co-sponsors in 1938. These are the basic organizations that formulate the plans and select the theme for A.E.W. each year. They also develop materials that are helpful in carrying on your programs in our local communities.

You, as Adjutant, Unit President, or a designated chairman for A.E.W., must assume responsibility and provide leadership to get the program going in your community. Select the rest of your committee now. Supervise and plan with your committee to make sure all arrangements are organized and completed for the week of **November 16-20, 2020**. The observance of A.E.W. serves to increase public understanding and appreciation of our schools. It is an opportunity for your Post/Unit to help involve the entire community in the local school system.

The concept of a free and equal public education is an American tradition and this country's strength. Every individual in our society must have equal educational opportunities. We need to play a vital role in a program we originated by leading the way to educational opportunities for everyone.

The annual participation plates presented to Posts and Units have been discontinued. After ten consecutive years of participation, you receive a ten-year plate to adhere to your plaque. The consecutive year plates are in five-year intervals – 10 years, 15 years, 20 years, etc. as long as we still have them in the office.

The "Reporting Sheet" is enclosed in this mailing. Immediately after your observance, fill out the sheet and mail it to Department Headquarters or email to jkelly@mnlegion.org.

As the originator of American Education Week, The American Legion has the responsibility to lead the way in enlisting support for a strong, educational program through this observance. Begin now. Appoint a good chairperson and committee to plan an effective observance in your community.

It is not too early to start preparing for A.E.W. With the enclosed material and the help of your local education association you can plan a successful observance. Send in your A.E.W. REPORT **IMMEDIATELY AFTER NOVEMBER 20th**.

ART TOBKIN
A.E.W. Education Chairman

THE AMERICAN LEGION, DEPARTMENT OF MINNESOTA

AMERICAN EDUCATION WEEK – NOVEMBER 16–20, 2020

"Great Public Schools: A Basic Right and Our Responsibility"

SUGGESTION AND PLANNING WORKSHEET

This worksheet is designed to assist Posts and Units in the promotion of American Education Week during **November 16-20, 2020**. For future reference, please check the numbered items below which identify your activities and participation in A.E.W.

IT PAYS TO ADVERTISE: PROMOTE PUBLICITY FOR AMERICAN EDUCATION WEEK

- ___ 1. Publicize school open house and encourage the public and especially parents to VISIT THEIR SCHOOLS during A.E.W. Make good use of the advertising media available, such as: Newspapers, Radio, Television, Posters, Window Displays, etc.
- ___ 2. Contact your mayor for his/her signature on the enclosed proclamation and have it published in the newspaper the week before A.E.W.
- ___ 3. Sponsor an A.E.W. poster contest in grades K-6th. Set up guidelines for the teaching staff based on the theme: VISIT YOUR SCHOOL DURING A.E.W. Award prizes and display posters in public places.
- ___ 4. Contact the school and have the elementary students make invitations for their parents to VISIT SCHOOL OPEN HOUSE during A.E.W.
- ___ 5. Provide free school passes to school activities for senior citizens in the community.

PROMOTE AMERICANISM, PATRIOTISM, FLAG ETIQUETTE, AND PROMOTE SCHOLARSHIPS

- ___ 6. Sponsor your Boys and Girls Stater to speak before a school assembly, and/or civic and service group.
- ___ 7. Promote flag etiquette and respect for the flag in your school(s).
- ___ 8. Plan and assist in presenting a Veteran's Day Observance program.
- ___ 9. Present The American Legion School Award at High School Graduation to a boy and girl who best represent outstanding qualities of courage, honor, leadership, patriotism, scholarships, and service.
- ___ 10. Make gift presentations to schools and libraries, such as: patriotic books, framed historic pictures and documents, flags, and a subscription to The American Legion Magazine.
- ___ 11. Establish yearly scholarships to be presented to qualified students of your high school graduation class.
- ___ 12. Set up a public Forum to create an understanding of the local educational system during A.E.W.

WHO ELSE WILL GIVE RECOGNITION TO TEACHERS & SCHOOL PERSONNEL DURING A.E.W.?

- ___ 13. Honor educators and school personnel by inviting them to a special function during A.E.W., such as: a coffee party, a dinner, or a social event.
- ___ 14. Present a card to teachers and staff (with an apple, posy, or a small flower) with the message: JUST A TOKEN OF APPRECIATION FOR HELPING OUR CHILDREN BECOME GOOD AMERICANS (over the name of your Post and/or Unit). If you prefer, appreciation may be expressed verbally.
- ___ 15. If you came up with something not suggested above, please explain briefly on the 2020 A.E.W. Reporting Form.

“Great Public Schools: A Basic Right and Our Responsibility”

THE AMERICAN LEGION'S POLICY ON AMERICAN EDUCATION WEEK IN MINNESOTA has been one of cooperation with the other sponsoring agencies in the community through the school. As a cooperating agency the Legion and Auxiliary should lend their support to the program by contributing to the total program in certain designated areas of activity. It is not intended that The American Legion Post or Unit should attempt to take over the program for A.E.W. in their local communities.

PLEASE OBSERVE THESE REPORTING PROCEDURES CAREFULLY AFTER NOVEMBER 20th.

On the first page of the worksheet, you were asked to check the numbered items, which identified your participation in A.E.W. By encircling the same numbers on the 2020 A.E.W. Report Form, you have identified and reported your activities during A.E.W.

Please complete all information requested on the A.E.W. Report Form and send to The American Legion, Dept of MN, 20 West 12th Street, Room 300A, St. Paul, MN 55155.

We recommend Post and Unit participation in a joint effort, and that you check Joint Report only, and file only one Report Card.

If the Post and Unit participates individually, check one: Post only or Unit only.

SUGGESTED PROCLAMATION

WHEREAS, The Schools represent a major investment by any community; and
WHEREAS, Teachers are a most important part of our community's leadership; and
WHEREAS, Schools represent the best possible avenue of improving the quality of life
in our Country; and WHEREAS, Involved citizens provide a most important facet in the
community schools; and WHEREAS, There is a need for better communication and a more
cooperative relationship between professional educators and the community, now, therefore, I,

_____, of _____
Mayor or other official City

Do hereby designate and declare November 16–20, 2020, to be AMERICAN EDUCATION WEEK
and do urge all citizens to:

- *Reaffirm their commitment to improving and supporting education at all levels, and
- *Translate this commitment into action by visiting our local schools.

Suggested News Release

“Great Public Schools: A Basic Right and Our Responsibility”

Plans for community participation in the observance of American Education Week, November
16–20, 2020, were released today by (name and number of Post/Unit) by (name of
Commander/President).

Representing (Post/Unit number) on a special planning committee for the annual observance is:
(list all involved – give full name).

Many years of concern and interest will be observed November 16–20, 2020, during the annual
nationwide observance of American Education Week. This year's theme is “Great Public Schools:
A Basic Right and Responsibility”. Since 1921, The American Legion, its Auxiliary, and other
professional groups have promoted, with good cause, the idea of visitation to our schools.

Though the reasons for their initial activities have changed, these groups and others continue to
lead the way in seeking the aid and assistance of every concerned American for better schools.

American Education Week is not just for active parents and educators; it's for everyone. Without
the aid of statistics, it is quite apparent that many citizens have not visited their local schools
since their own graduation from high school. Exercise your right and responsibility in 2020 and
visit the school of your choice.

This year's theme should remind each of us that we have a duty and a responsibility to see that
our children are prepared to take up the roles of citizens and leaders in the years to come.