

# 2008

## ILLINOIS CITIZENS POLICE ACADEMY ASSOCIATION Training Seminar Luncheon



**Tuesday**  
**OCTOBER 7, 2008**  
**9:30 a.m. to 2:00 p.m.**

**Casa Royale Banquets**  
**783 Lee Street**  
**Des Plaines, Illinois**

**Members: \$30.00 per person**  
**Non-Members \$40.00 per person**  
*Sorry, no walk-ins*

**Register before**  
**Friday, September 26, 2008**

**Registration fee includes:**  
✓ **Morning Coffee/Networking**  
✓ **Training Seminar**  
✓ **Speaker Handouts**  
✓ **Hot Lunch**  
✓ **Certificate of Attendance**

**HOW TO REGISTER...**  
**FAX agency purchase order and names of attendees to 847-459-0147**  
**OR**  
**MAIL names of attendees and agency check, personal check or money order [payable to "Illinois CPAA"] to:**



**Illinois CPAA / Training**  
**P.O. Box 26**  
**Wheeling, IL 60090**

**LIMITED SPACE AVAILABLE...**  
*Registrations accepted on a first-come, first-served basis until Friday, September 26, or until maximum capacity is reached, whichever comes first. Please note... no refunds will be issued after this date; however, substitutions are allowed.*

# STARTING MAINTAINING A CITIZEN POLICE ACADEMY

## WHY ATTEND?

**L**aw enforcement agencies use a variety of methods to build relationships with the community. One popular program is the Citizen Police Academy which introduces community members to functions and activities in a law enforcement agency. Today, you will find Citizen Police Academies throughout the U.S. in communities large and small, providing police departments and sheriff's offices with the opportunity to describe law enforcement the way it really is... not the television version, but their own local, real-life version of how they go about doing their job. It provides an opportunity for community members to better understand police work, and is another mechanism for law enforcement agencies to inform the public, and obtain citizen input, assistance and support by sharing information. A Citizen Police Academy can provide stronger citizen-police relationships, enhance lines of communication, reduce crime, and get citizens interested in other law enforcement volunteer programs such as an alumni association, Citizens on Patrol, or Community Emergency Response Team (CERT) after graduation day.

## WHO SHOULD ATTEND?

This training seminar is designed to help law enforcement officers and administrators that are interested in starting up a Citizen Police Academy program in their community, as well as officers that currently coordinate and/or instruct classes for their agency's Citizen Police Academy. Attendees will learn:

- How to **START** a Citizen Police Academy, including how to get departmental and community support, budgetary considerations, choosing a coordinator and instructors, curriculum selection, and evaluation.
- How to **MAINTAIN** an existing Citizen Police Academy at your department.
- The **BENEFITS** associated with hosting a Citizen Police Academy program.
- New **IDEAS/TOPICS** for making your Citizen Police Academy classes educational, entertaining, and memorable... from day one to graduation.

## ABOUT THE SPEAKERS

**Commander John Teevans** has been a police officer with the Wheeling Police Department since 1984, and was the first Citizens Police Academy coordinator for the department. He is currently assigned as the commander of Patrol Operations and is the police liaison for the Wheeling Citizens Police Academy Alumni Association. Commander Teevans is also a director for the Illinois Citizens Police Academy Association.

**Officer Scott Laverd** has been in law enforcement since 1999. He is currently assigned to the Crime Prevention Unit of the Wheeling Police Department, and is the current coordinator of the Citizens Police Academy. Officer Laverd's other specialties include DARE officer, juvenile officer, bicycle officer, gang officer, state certified range instructor, state certified breath operator, and NIPAS Mobile Field Force sergeant.

**Officer Scott Phillips** has been a police officer with the Roselle Police Department since 1989. He is the current coordinator of the Citizens Police Academy. Officer Phillips' other assignments include full-time DARE officer, crime prevention officer, Explorer Post coordinator, and the department's Volunteers in Policing coordinator.

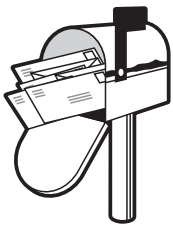
Web site: [www.illinoiscpaa.org](http://www.illinoiscpaa.org) • Office (847) 459-7195 • Fax (847) 459-0147



# ILLINOIS CITIZENS POLICE ACADEMY ASSOCIATION TRAINING REGISTRATION FORM

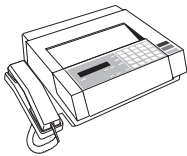


## TWO EASY WAYS TO REGISTER...



### BY MAIL

Complete registration form and mail along with agency check, personal check, or money order



### BY FAX

Complete registration form and fax along with agency purchase order to (847) 459-0147

### HOW TO REGISTER:

- Simply complete this registration form and mail it with an agency check, personal check or money order [*made payable to ILLINOIS CPAA*] to:

ILLINOIS CPAA/TRAINING • P.O. Box 26 • Wheeling, IL 60090

- If you prefer, you can fax your registration to (847) 459-0147. *Note: An agency purchase order must accompany the completed registration form.*

Whatever method of registration you choose, be sure to enroll right away. Space is limited, and this is one event you don't want to miss!

### CANCELLATIONS:

ILLINOIS CPAA understands that circumstances may arise that require you to cancel. If you cancel your reservation prior to the RSVP deadline date listed on the training flyer [*September 26, 2008*], your registration fee will be refunded less a \$10.00 administrative charge. After that date, cancellations are subject to the entire training fee. Substitutions may be made at any time by notifying the ILLINOIS CPAA office. PLEASE NOTE THAT IF YOU DON'T CANCEL AND/OR DON'T ATTEND, YOU ARE STILL RESPONSIBLE FOR PAYMENT.

AGENCY \_\_\_\_\_ PHONE \_\_\_\_\_

COURSE NAME Starting AND Maintaining A Citizen Police Academy COURSE DATE October 7, 2008

COURSE LOCATION Casa Royale Banquets • Des Plaines, Illinois COURSE COST **Members: \$30/person**  
**Non-members: \$40/person**

ATTENDEE(S)			
LAST NAME	FIRST NAME	RANK	E-MAIL ADDRESS
_____	_____	_____	_____
_____	_____	_____	_____
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I authorize the above attendee(s) to participate in this program. In addition, I understand and will abide by the ILLINOIS CPAA payment and cancellation policies as listed above and on the training flyer.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title/Rank: \_\_\_\_\_ Daytime Telephone: \_\_\_\_\_