

Being Powerful PTA Advocacy Leaders: “Meeting with Representatives”

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You Can Meet with Legislators!

- **Schedule an appointment**
 - If the legislator is unavailable, meet with an aide handling that issue.
- **Draft an agenda**
 - Include opening and introductions. Assign each person a role (e.g., one open the meeting, one take notes, one keep the meeting focused on the agenda).
- **Arrive on time**
 - Meet together first, and go in together.
- **Presentation**
 - Maintain eye contact. Don't speak too quietly, too fast, or too loudly. Leave something visual behind. Make sure to listen as well as talk.



You Can Meet with Legislators!

- **Be prepared**
 - Be open to questions. If you don't know the answer, explain you will do some research and get back to them. Never give false information or assumptions. Personal and PTA credibility are on the line.
- **The Vote**
 - Ask how the legislator will vote on the issue. If the legislator is unable to commit, tactfully state that you would like to know and you will check in later. If the response is positive, thank them for their support. If the response is negative, ask, "what are your specific objections?"
- **Develop a positive relationship**
 - Develop a positive relationship with the legislator and staff. A solid relationship is important to building credibility and PTA power.



How to Approach Your School Board

- Individual meetings

- Identify school board members who may be sympathetic or opposed to the cause; meet with them individually to discuss the topic

- Preparation

- Attend one or more school board meetings to become familiar with the environment
- Practice your presentation

- Options

- Open forum comments at the beginning of the school board meeting
- Participate on the agenda
- E-mail and letter writing campaigns,
- Testimonials from parents and students

How to Approach Your School Board

- **At the Meeting**

- Dress appropriately, arrive early
- Sign up to speak, either with a speaker card or otherwise
- Be respectful

- **When Speaking**

- State your name, school affiliation, and thank them for the opportunity to share your comments
- Emphasize up to three key message points
- Stay within the designated time frame
- Be yourself!
- Make eye contact with the school board members