

December 29, 2011

Dear Missouri CTSO Students and Advisors

The Missouri ACTE Legislative Committee invites the students and advisors of your Career & Technical Student Organizations (CTSO) to participate in Missouri ACTE Legislative Day to be held on Wednesday, February 15, 2012, in Jefferson City, Missouri. *You can make a difference by participating!*

The day begins at 8 a.m. in the House Chamber Side Gallery on the third floor of the Capitol, where we will be briefed by our Missouri ACTE governmental relations leaders, Bill Gamble and Sarah Topp. (The precise location will be announced at a later date) At 8:30 a.m., you should begin your appointments with legislators. During your visit with legislators, please tell them about the importance of Career and Technical Education. At a time to be announced one state-wide CTSO officer from each organization, along with Missouri ACTE leaders (for a total of 20 people), will meet with Governor Jay Nixon or a representative from his office in Room 216 for a proclamation signing, celebrating Career and Technical Education Month – February 2012.

Missouri ACTE hopes to inspire new leaders and encourage continuing communication with legislators.

All students participating in Legislative Day must be accompanied by his/her CTSO advisor while in the Capitol. The students should have received legislative training on appropriate behavior and protocol prior to February 15. CTSO students are expected to wear their organization's appropriate uniform including the organization's jacket and other traditional attire.

There is no reimbursement for expenditures such as gas, meals, or overnight stays from Missouri ACTE.

Students are asked to bring a brochure about the student's school to use as a talking point and to leave with the legislator or aide. An additional brochure to distribute to each office regarding Career and Technical Education will be made available at the 8 a.m. meeting. Students are asked to verbally share with their legislators the importance of Career and Technical Education, in which class they are enrolled, and what they are learning in their classes.

Students and their instructors should make an appointment to see their State Senator and Representative a few weeks prior to February 15 and follow up with a phone call to that office on Monday, February 13. Due to the fact that the legislators are very busy and may have to be in a committee meeting or on the Senate or House floor, brief meetings may be necessary in the hallways rather than in the offices.

So that we will have appropriate materials available, please complete the registration form, and return it by **Monday, February 6, 2012**. Please have your DESE CTSO Supervisor email Donna who will be your CTSO student rep to the proclamation signing by **Monday, February 6, 2012**

If you have any questions, please contact Donna Vossen at 573.634.7366 or donna@molobby.com. I hope you will be able to join us. Last year Legislative Day was a great success; please plan to join us on February 15, 2012.

Sincerely,

Jim Spencer

Missouri ACTE Legislative Chair