Legislative Visit Sample Agenda

Date:_____________________  Center:________________________
Legislator’s Name:_________________________________________

*10:00 am  **Arrival at your center**  (greet at door, introduce yourself and anyone standing there, shake hands, thank him/her for coming, and SMILE 😊)

*10-10:30  **Tour of center**
- Introduce to each staff member saying, “Sue Jones, this is your legislator, Robert Smith”
- Point out **markers of quality** such as lesson plans posted----research Based curriculum, assessments, screenings, plentiful, quality equipment, degreed teachers, lower ratios, parent involvement, cleanliness, inviting building, etc.
- Encourage interaction with the children, reading a book, playing in centers, etc.
- Be prepared for Photo Ops and take pictures!

*10:30-11  **Quiet Discussion Time**
- Find a quiet spot in your office, etc. You may offer coffee, water, cookies but nothing more.
- Become acquainted----have a few bullet points to share. This visit is meant to be educational for the legislator, not painful 😊 They just need to know the cost of quality. You may give a one-pager with your points.
- Keep it short and sweet. Say goodbye and THANK YOU!
- Follow up with OACCP ASAP!!! Post pics on FB if legislator approved.

*Approximate times. For sample purposes only.

MUCH MORE INFORMATION IN THE ADVOCACY TOOLKIT ON OUR WEBSITE. Go to [www.oaccp.org](http://www.oaccp.org), click on Document Center, dropdown is Advocacy Toolkit. PowerPoint from Dee Smith is also listed under Documents for your use.