



HOSTING A SCHOOL VISIT WITH YOUR STATE REPRESENTATIVE

NOTE: Please consider coordinating the visit with principals of other Catholic schools located in your State Representative's district. You can easily determine which schools in your area are in the same House district. Go to the website: www.legislature.state.oh.us. Follow the directions on the right side of the screen by entering the 9-digit zip code for each Catholic school in your local area. The name of the State Representative serving that zip code will appear on the screen. Click on the Representative's name and a profile will appear. The profile includes both a postal and e-mail address.

Sample Agenda for the School Visit

1. Welcome by school principal(s), parent representatives, student representatives, and pastor(s)
2. Orientation to the school(s) using a fact sheet for each school – a fact sheet that the Representative can keep. Among information listed on each school's fact sheet should be:
 - a) Current enrollment (by grade level)
 - b) Number of teachers
 - c) Student/teacher ratio
 - d) Cost per pupil
 - e) "Noteworthy" programs, opportunities for students and families: your school's marks of distinction
 - f) Standardized test scores (and indicators of academic excellence)
 - g) Number of students participating in the Post-Secondary Enrollment Options Program, **and those who were denied**
 - h) Programs and services provided by Ohio's tax-funded assistance to students, families, and educators. For example:
 - **Transportation** (school districts that provide transportation for your students and the number of students transported)
 - **Auxiliary Services** (List the services provided; offer examples of the benefits students receive from these services)
 - **Connectivity** to the Internet
 - **EdChoice** students, or students participating in the **Cleveland Scholarship Program**, or students participating in the **Autism Scholarship Program** – list the numbers of students by grade level; be prepared for questions about students' progress and their acceptance by the school community
 - **Entry Year** teachers and their mentors
 - **National Board**-certified teachers
3. Give your State Representative a tour of your school. Introduce him or her to faculty, staff, and Auxiliary Services personnel.
4. Show your State Representatives the textbooks, computer hardware and software, science and math materials and equipment purchased through Auxiliary Services.
5. Invite your State Representative to stay for lunch.
6. Ask your State Representative to support increases in the new state budget for ALL of these programs: Highlight Auxiliary Services (line item 511) and Administrative Cost Reimbursement (line item 532).
7. Provide your State Representative with a memento of the visit (e.g., hat, shirt, pin).
8. Following the visit, send your Representative a note of thanks.