

The Wednesday Reader

January 9, 2013

Career & Technical Education Day in Helena – 2013 Legislative Rotunda Activity

The Montana Association for Career and Technical Education (Montana ACTE) has scheduled an opportunity for Career and Technical Education programs to present to our state legislators in the State Capitol Rotunda on Tuesday, February 19, 2013 from 8 am to 5 pm.

Montana ACTE would like to have all Career and Technical Education organizations and program areas represented at this event. Currently, three Montana programs have committed to present but representation from all CTE programs areas would be greatly appreciated.

Students will set up booths and displays to interact with state legislators and share the variety of skills that they are being offered in their local schools enriching their own and others' lives. They will have an opportunity to encourage our citizens to become familiar with the services and benefits offered by the career and technical education programs in Montana communities.

Career and Technical education is facing some profound economic and technological changes thereby placing new and additional responsibilities on our educational system. Students will be able to positively reinforce how career and technical education provides Montana with that school-to-careers connection and can be the foundation for a strong, well-educated workforce that fosters productivity in business, industry, technology and health care and contributes to our state's leadership in the global marketplace.

Career and technical education offers individuals lifelong opportunities to learn new skills promoting better career choices; and experience in practical, meaningful applications of basic skills such as reading, writing, science, technology and mathematics; thus improving the quality of their education; motivating students to stay in school and giving all students leadership opportunities in career fields and in their communities.

Please contact your local legislators informing them that you will be in Helena for this event, and ask them if they would be willing to introduce you and your students on the legislative floor. You can find your legislative contact information at <http://leg.mt.gov/css/find%20a%20legislator.asp>.

Please feel free to call Kevin Fochs at 406.223.0760 or email at kfochs@livingston.k12.mt.us if you have additional questions and to confirm your participation.

A Legislative Guide for CTSO Students Attending Montana ACTE Rotunda Activity

The Montana ACTE Legislative Committee welcomes the students and advisors of your Montana Career & Technical Student Organizations (CTSO) to participate in Montana ACTE/CTSO Legislative Day to be held on Tuesday, February 19, 2013, We hope to inspire new leaders and encourage 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 the Rotunda Activity to include the items listed below. **CTSO members are expected to wear their organization's appropriate uniform and/or professional business attire.** It is important that we present a professional appearance.

Advocacy for Career and Technical Education is very important. Your legislators want to hear your opinions as they represent you in Helena. Each participating school will receive \$250 to help defray expenses.

The following are some important details in preparing for your visits:

State Legislators Each resident of Montana has one State Representative and one State Senator. The goal is for each student to visit with his or her Representative and Senator during the visit. Going with your group of students and advisor will make the visit more comfortable if it is your first time of visiting your legislator. If you do not know who these individuals are, please check online at <http://leg.mt.gov/css/find%20a%20legislator.asp>.

Also, each legislator should have an information page about him or her. Print it out and be familiar with some additional information about the legislator to help with conversation during the appointment. Also be familiar with the name of the legislative aide or administrative assistant in the office. This information should be available at the information desk on the first floor of the Capitol if you are unable to determine it previously. Check your notes just prior to going in so that you will be familiar with their name(s).

Appointments Advisors/students should make appointments with the legislators with whom they are going to visit at least *two weeks* in advance of your visit if possible. Be aware that your appointment may be with a legislative aide, who is a very important individual in the office and helps to make many recommendations. Have a time in mind when you call for your appointment. Follow up with a confirmation phone call one to two days prior to the visit to make sure there are no changes. This is important. Many times, things will change at the last minute and your legislator may not be able to meet as planned. The legislator may need to attend an important, previously unscheduled meeting that he or she was unaware of when your appointment was made.

Be Gracious It is important to be respectful of all legislators. Do not make negative comments based on whether the person is a Democrat or a Republican. It is important that you create an atmosphere of respect and mutual admiration during your visit. Your goal is to inform the legislators of the importance of Career and Technical Education. Rarely do you find a legislator who does not support educational issues. It is also important that you be convincing and persuasive in your demeanor.

Meeting the Legislator/Aide 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 with your legislators in the hallways rather than in the offices. This often occurs. Go in a group to the appointment if several students have the same legislator in your group. Be sure to arrive a few minutes early and be prepared to wait in case your legislator is not immediately available. Your legislator(s) may want to introduce you on the House or Senate floor. Please allow time to do this if he or she asks you. Do not space your appointments too close together.

Introductions Students should be prepared to introduce themselves and their advisor and shake hands firmly and professionally. As introductions are made, clearly say your name, your career and technical education school's name, and the course in which you are enrolled. Explain the name of your student organization--not just say the acronym. Explain what you do in the organization. (It is likely that they will not be familiar with it.) You should also shake hands at the conclusion of the meeting and thank the legislator/legislative aide for their time in speaking with you. Practice this before arriving. Use good eye contact, smile, and do not use inappropriate language (including slang, cursing, mumbling). Use complete sentences and speak positively. Leaders (like yourself) speak in positive tones. Do not use this as an opportunity to complain. Please remove rings from nontraditional piercings and cover visible tattoos. In addition, it is very important to make your conversation nonpartisan. Legislators enjoy meeting students. Remember, legislators are humans too. They are there to serve their constituents, and you are one of them. Refer to the Legislator as Representative (Last Name) or Senator (Last Name).

Packet. Each student/participant will receive a packet of information from Kevin Fochs, Montana Rotunda Activity Coordinator during the briefing at 9 a.m. which includes several copies of a brochure to be given at each legislator's office. It is only necessary to leave one brochure at each office you visit. If you have brochures remaining when you are done, they may also be used as informative documents for other community dignitaries who need a better understanding of Career and Technical Education. Be sure, however, that you have enough for the visits you are making prior to leaving the meeting. Be familiar with the few, brief, important talking points from the brochure that are discussed at the morning meeting so you will be able to share that information during your appointments. Please take notes during the briefing session and ask questions if you are not clear on the key points. It is very important to handle yourself maturely in the briefing. The Rotunda Activity is one of the most important events of the year for Montana ACTE members and should be taken in a serious manner.

Sharing Information with your Legislators After introductions be specific and concise in telling your legislator what you want. Briefly describe the issue(s). Be honest. Give both sides of the issue, if possible. Do not imply facts or authority you do not possess. Students should be prepared to verbally share with their legislator(s) the importance of Career and Technical Education, and what they are learning in their class. If there is an important bill in particular, tell them the number. (Be aware that there are House bills and Senate bills. They are more interested in the bill that affects them. As an example, if he or she is a Senator, the legislator is more knowledgeable/interested in Senate bills. Please be aware of the bill process before you arrive.) Each student/constituent in the group should have something to add to the conversation. A ten-minute visit is the normal average length. It is important not to overstay your welcome. Speak rationally and professionally; emotionalism is not appropriate. Explain how the issue affects the general public, his or her constituents, and/or you and your organization as well as your friends, relatives, or neighbors. Be familiar with important issues in your community that affect your school (as an example, business closings that may have caused an influx of additional adult students). If you do not have an answer to a question, say so, but tell the legislator you will get back with an answer—then do so promptly. Be sure to leave your name, address, and phone number.

Open your Montana ACTE brochure and use it as the focal point as you speak for your key talking points during your visit to each office. Be sure and write a brief "Thank you for your support." with your name and school on the brochure whether or not you get to speak with the legislator or aide. (Sometimes, there will be no one in the office.) If you have business cards, leave one at each office you visit as a reminder you were there; attach it to the brochure provided to you.

It is appropriate to also take a brochure about your career/technical education school and the programs it offers. Be sure to speak about the skills and academic knowledge that you are gaining from your class. Your legislator may also be interested in your future aspirations after school, so be prepared with a positive response. You might also want to mention what some other graduates are doing from your Career and Technical School as far as job placement, joining the military, or continuing related education.

It is also important to stick to the issues. Please do not bring up something on a totally different subject during the conversation. Your purpose is to represent students of Montana Career and Technical Education.

VERY IMPORTANT: Invite your Legislator(s) to Visit and Tour your School and Provide Information if Needed At the conclusion of your visit, offer to be of assistance to the legislator in the future, if information is needed. Very importantly, invite the legislator(s) to come and visit your school and your classroom. Try to set a date, if possible. If this is not possible, call the legislator's office in the future. (You may have to ask several times before they are able to attend—or you may need to wait until they have time available in their schedule.) It is important not to give up after one or two requests for them to visit. During the session, they may only be able to

visit your school/class on a Friday. Each year the legislative session traditionally lasts from January through May. The legislators also attend meetings throughout the year in Helena—so it may be somewhat difficult to book a visit/tour for a few weeks or months.

Pictures (*This is optional*) Take a camera(s) so that you may take a picture of you with your legislator or aide. Put that picture in your school's newsletter and local newspaper. A digital photo is usually best. Provide a press release with your photo(s); this is great for public relations. Send a copy of the article to the legislator when it appears in the school or local newsletter/newspaper or the state CTSO newsletter. Send the picture and story to the press in a timely manner (within a day or two if possible).

Other Behaviors Gum chewing, loudness, rudeness, running, and immature attention-getting actions are inappropriate. Turn your cell phones/pagers off while in the Capitol. Do not talk on them during your visit or while you are waiting. You want to be remembered as a positive leader making a difference. Stand tall. If you go into the House or Senate gallery, sit quietly and listen.

Thank You Letter/Note Send a thank you letter or note to each legislator when you return home. It is very important to try to develop a relationship with your legislator and continued communication is important, starting with a thank you. Be sure to pick up a business card from each office so you will have up-to-date information about their phone numbers, etc.

Report to Montana ACTE Please email Mark Branger of the success of your visit and with whom you spoke. Please mail, email, or fax the information with any pictures to Mark Branger (mbranger@huntley.k12.mt.us) within approximately one week of your visit (by March 8).

Communicate with your Legislators in the Future Thank them for voting on certain issues which you support or let them know how much you appreciate their efforts for your district.

Attend Local Activities/Forums in your Community Attend local activities where your state senator or representative speaks in your home town. Your participation is appreciated. Be sure to go up and introduce yourself at some point during the activity—usually at the end.

Legislator's Visit to Your School When the legislator does come for a tour of your building, invite the press with a press release, and take photos yourself for your school newsletter, the Montana ACTE Newsletter, your local newspaper, and your student organization's state newspaper if possible. Greet the legislator at the door with your CTSO's officers. Have the tour and a speaker predetermined for each room. A tour of approximately one hour is appropriate. (The legislators usually have many stops to make when they are not in session.) Photos with students in the shop areas are the best ones to take, but be sure you have the clearance of the school/student to use the student's photo. If in doubt, take the picture with the instructor in front of equipment. Present the legislator with a certificate of appreciation or a resolution in his/her honor from the school. Allow the legislator to speak if he or she wishes.

If you have any questions, please contact Mark Branger (Montana ACTE Executive Director) at mbranger@huntley.k12.mt.us or via phone at 406.967.2540, or fax at 406.967.2839. The Montana ACTE address is 1477 Ash Street, Worden, MT.

Grants Available to Learn Some Fun & Easy Ways to Teach with GIS & GPS in the Classroom

The Montana Association of Registered Land Surveyors (MARLS) in conjunction with the Western Federation of Professional Surveyors (WFPS) and the National Council of Examiners for Engineering and Surveying (NCEES) intend to sponsor two teachers from Montana to attend the 2013 TwiST workshop. Sponsorship includes the registration fee, travel, food and lodging expenses.

The TwiST program is a one week course designed to teach K-12 teachers how to use Geographic Information Technology (GIT) in the classroom. The next TwiST program is scheduled for June 24-28, 2013, at Clark College in Vancouver, Washington. This is a very exciting program and its impact is remarkable for successfully promoting the spatial sciences in our K-12 schools.

If you are a teacher currently active in a Montana school and are interested in applying for a grant, you are invited to apply by downloading and filling out the application: [TwiST Application Form](#).

To view the schedule for application, selection and participation, click on this [Schedule](#) link.

To view more information about the TwiST program, please click on the following link: www.WFPS.org and you will be redirected to the WestFed home page; then simply click on the TwiST banner at the bottom of the page.

For more information, go to www.MARLS.com and click on the TwiST information bar on the home page.

FEFE Announces the 2013 National Financial Educator Trainings

The [Family Economics & Financial Education \(FEFE\) Project](http://www.fefe.arizona.edu) (www.fefe.arizona.edu) is excited to announce their [2013 National Financial Educator Trainings](#) to be held Summer 2013.

For 2013, Family Economics & Financial Education has teamed up with Junior Achievement and the Maryland State Department of Education to offer training opportunities making a difference in how America's youth think about money.

The trainings are designed to provide educators with the skills and confidence to teach financial education, ultimately empowering future generations to be financially literate and savvy consumers. [The 2013 National Financial Educator Trainings](#):

- Provide interactive workshops led by current *classroom educators* modeling lesson plan activities
- Create *networking opportunities* for meaningful and relevant discussions about best practices within the classroom
- Invite participants to *connect with industry and university experts* as they discuss cutting-edge research and trends
- Offer an abundance of *ready-to-teach* curriculum materials *designed by educators*

Three trainings have been created specifically with you in mind and will be held July 30-August 1 at Stevenson University in Owings Mills, Maryland.

National Financial Educator Training: Elementary Education

- Who: Elementary educators K-6 teaching financial education
- When: July 30-31

- Cost: \$120—includes breakfasts, lunches and event materials (Optional curriculum add-on for \$25)
- Why: This hands-on session, led by Junior Achievement (JA), features JA and several other partner program resources that will help students learn basic economics in fun and age-appropriate ways.

National Financial Educator Training: Deep Dive

- Who: Educators who teach young adults (grades 7-12)
- When: July 30-August 1
- Cost: \$150—includes breakfasts, lunches and event materials (Optional curriculum add-on for \$225. Includes both the FEFE Get Ready to Take Charge Introductory level and FEFE Take Charge of Your Finances Advanced level materials.)
- Why: This interactive training is guaranteed to save you preparation time next year as you:
 - Receive comprehensive instruction about the entire FEFE curriculum
 - Explore effective ways to integrate technology into your classroom
 - Discuss classroom strategies and best practices
 - Learn from nationally renowned experts

National Financial Educator Training: New and Improved Resources

- Who: Middle and high school educators who have previously attended a FEFE 3 or 4-day training
- When: July 31-August 1
- Cost: \$120—includes breakfast, lunches and event materials (Optional curriculum add-on for \$175. Includes the FEFE Take Charge of Your Finances Advanced level materials.)
- Why: The FEFE curriculum and website are being significantly updated to be more effective and user-friendly. Previously trained FEFE educators are encouraged to attend this training to:
 - Learn about the new and improved lesson plans for over half of the FEFE advanced level course, Take Charge of Your Finances (released May 2013)
 - Examine the new recommended course flow
 - Explore effective ways to integrate technology into your classroom
 - Use the new FEFE website (released May 2013)

Registration for the [2013 National Financial Educator Trainings](#) will open this month. Check the FEFE website after the first of the year for additional details and information about how to register.

ACTE Region V Announces Pin Design Contest

If you have a student that is a good designer who would like to win \$50, have them design the next Region V pin.

The only requirements are that the pin must have Region V and the year 2013 on the design.

Designs must be received to Chuck Gallagher at Charles.gallagher@tusd1.org no later than January 15.

Register for the MCEE Learning, Earning, and Investing for a New Generation Workshop in Lewistown Before All the Spots are Full

The [Montana Council on Economic Education](#) (MCEE) announces a Learning, Earning and Investing (LEI) workshop preceded by the High School Business Challenge Training to be held in Lewistown on January 31-February 1.

Registration and more details are available at http://econedmontana.org/LEI/LEI_Registration.html.

The workshop will begin with a hosted lunch on Thursday noon, January 31, with sessions until 5:00, and dinner on your own. The workshop resumes with a hosted breakfast Friday morning at 7:30, and sessions will conclude at noon. The LEI workshop will be filed for eight OPI units.

Attendees will receive a book containing 21 lesson plans, resources by the presenters, reimbursement for substitute teachers (2 days max), shared motel rooms, and meals as indicated.

For those interested, a four-hour training on the High School Business Challenge will precede the LEI workshop on Thursday, January 31 from 8am-12pm (five minimum pre-registrants by January 11 required). The High School Business Challenge training will be filed for four OPI units.

For more details about the Learning, Earning and Investing workshop or the High School Business Challenge, please visit the [Montana Council on Economic Education](http://www.montana.org/economic-education) website at www.econedmontana.edu.

Did you know . . .

the Dead Sea is actually an inland lake

there are no rivers in Saudi Arabia

dirty snow melts quicker than clean snow

Icelandic phone books are listed by first names (not surnames/last names)

the most sung song is happy birthday

the yo-yo was originally used as a weapon for hunting the in the Philippines

blonde beards grow faster than darker beards

the hydrochloric acid found in your stomach is strong enough to dissolve a nail

DECA Membership Due Friday, January 11

All members must be registered with DECA, Inc. so they will be eligible to register for the State Conference. Don't wait until the last minute! Students who are not registered AND paid will NOT be allowed to compete at the State Conference.

The State Conference registration deadline is January 11. All hotel information must be submitted by that date as well.

Registration for Montana DECA SCDC Due January 11

Montana DECA State Conference Registration is under way! Please remember all registration, other than hotel rooms, will be done online this year by visiting <https://www.decaregistration.com/mt>.

All hotel room registration will be as it has in the past and must be sent directly to the Brie at the hotel. You can email it to her at bried@helenacolonialhotel.com.

Online registration for the conference is linked directly to the DECA, Inc. Membership site, so all students **MUST** be registered and paid through DECA, Inc. before they can be registered for the state conference. All registration is due no later than Friday, January 11 at 5:00 pm. Please contact Erin at erinweisgerber@yahoo.com if you have any questions.

January 11 is Deadline for School-Based Enterprises Entries

The School-Based Enterprise certification deadline is coming up soon. All entries must be postmarked by January 11.

Visit <http://www.decadirect.org/November-2012/Get-Recognized-for-Your-School-Based-Enterprise/> for more information and to find out how you can submit certification documentation.

Montana BPA State Leadership Conference Registration is Now Open

Registration for the 2013 Montana BPA State Leadership Conference opened on Monday, January 7.

Chapters must register via the online registration system at <http://www.registermychapter.com/bpamem/>. The registration fee for the 2013 State Leadership Conference is **\$45.00**. This fee includes a conference T-shirt, Monday's lunch, Monday night's dance, Tuesday morning advisors' breakfast, top notch keynote address, and use of conference facilities. **All students, advisors, and chaperones must pay the registration fee to attend the conference.** Each chapter must complete the registration form and register for competitive events online by **February 5, 2013**.

Be sure to click the SUBMIT button after your registration has been completed in order for your chapter's registration to be submitted.

There will be no refunds for cancellations. Registrations received after February 5 **WILL NOT** receive T-shirts as part of the registration fee. The late Registration Rate is \$60 for any chapter submitting its registration materials after February 5.

The last day to drop and/or make changes to Competitive Event registrations is Friday, February 22. After Friday, February 22 all drops/changes will need to be addressed onsite at State Leadership Conference registration Sunday, March 10 at City College MSU Billings (formerly known as MSU-Billings College of Technology).

2013 Montana BPA State Leadership Conference First Update Posted on Montana BPA Website

The first informational email and links to all related attachments regarding the 2013 Montana BPA State Leadership Conference was emailed to all Montana BPA chapter advisors on Monday, December 17.

For your use and reference a PDF version of the 2013 State Leadership Conference—First Update is available on the Advisor Manual page (http://www.bpamt.org/advisor_manual.html) of the Montana BPA website (www.bpamt.org). The First Update can be at item 2B under Tab 5 Communications.

Montana BPA Winter 2012 Newsletter Ready to Download, Distribute, & Read

The [Winter issue](#) of the Montana BPA Newsletter has been completed and posted to the [Advisor Manual page](#) of the [Montana BPA website](#), www.bpamt.org.

The Winter newsletter is posted under Tab 5 Communications on the [Advisor Manual page](#). Be sure to download and share the [Winter newsletter](#) with your chapter members.

State Leadership Conference First Update Available on Montana BPA Website

The Montana BPA [2013 State Leadership Conference—First Update](#) was emailed to all Montana BPA chapter advisors on Monday, December 17. The First Update is now posted on the [Advisor Manual page](#) of the Montana BPA website (www.bpamt.org) under Tab 5 Communications, Item 2A.

Remember registration for the Montana BPA 2013 State Leadership Conference opens Monday, January 7 and will close on Tuesday, February 5.

Judges Sought for the 2013 Montana BPA State Leadership Conference

Molly Barta is looking for judges. Our 2013 State Leadership Conference Judged Events Recruiter is now accepting names and contact information for individuals who would be interested in volunteering to judge for the State BPA conference.

If you have names and emails of potential judges, please send them to Molly at bartam@billingschools.org.

Past issues of the Wednesday Reader are archived on the Montana Business Education Association (MBEA) website at www.mbea.info. The Wednesday Readers are under the Newsletter section and listed most-recent first.

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