



There is a question which is often asked...

“HOW DO I GET IN TOUCH WITH PEOPLE WHO MAKE DECISIONS ABOUT EDUCATION?”

Following is a quick reference for contacting **Decision Makers** in school districts, state regions, in the state government agencies and at the federal level. There are several examples of **Pro-Active Music Advocacy letter** samples too. **PRO-ACTIVE not RE-ACTIVE is the best advocacy!**

LOCAL

This is the Grassroots level...The Beginning of your Advocacy Journey! Start at home with those who are in your school community. Honestly, these are the people who are ultimately responsible for where the support goes in your school and classroom. Be pro-active in making them understand how important music is in the education and lives of the community's students. Remember a community rich in the arts will be a thriving community!

1. Principal
 - a. Your local School
2. Superintendent
 - a. Your local School District
3. School Board
 - a. Your local School District

REGIONAL

This level is the next step to support of the arts and music in your region of Kansas. This is the section where state level advocacy begins. You have State Legislators who represent you at this level as well as a state Board of Education member too. Make a point to invite these people to your performances and event to your classroom. They are representatives for your regions to the rest of the state and want to show you are rich in the arts and music!

1. State School Board Member for your Region
 - a. Link to KS BOE: <https://www.ksde.org/Board>
2. Representative for Kansas Senate
 - a. Link to KS Senate: http://www.kslegislature.org/li/b2021_22/chamber/senate/
3. Representative for Kansas House of Representatives
 - a. Link to KS HOR: http://www.kslegislature.org/li/b2021_22/chamber/house/

STATE

The state level is filled with decision makers for all state run programs. They are in charge of distributing support to all school districts and programs in Kansas. Take time to contact your members of the Kansas House of Representatives and Senate as well as those who support education in the Kansas Department of Education. Tell them stories of success!

1. Department of Education
 - a. Dr. Randy Watson, Kansas Commissioner of Education
 - b. Link to KSDE & Dr. Watson: <https://www.ksde.org/Agency/Office-of-the-Commissioner>
2. Kansas Senate
 - a. Link to KS Senate: http://www.kslegislature.org/li/b2021_22/chamber/senate/
3. Kansas House of Representatives
 - a. Link to KS HOR: http://www.kslegislature.org/li/b2021_22/chamber/house/

FEDERAL

The federal level is a representation of the entire United States. Yes! Big decisions are made at this level, but remember they still represent Kansas. Make sure they know of the role music plays in the success of your students!

1. Kansas Senators
 - a. Senator Jerry Moran
 - i. Link to Email his office: <https://www.moran.senate.gov/public/index.cfm/e-mail-jerry>
 - b. Senator Roger Marshall
 - i. Link to Email his office: <https://www.marshall.senate.gov/>
2. Kansas Representatives
 - a. Representative Sharice Davids
 - i. Link to Email her office: <https://davids.house.gov/contact/email-me>
 - b. Representative Ron Estes
 - i. Link to Email his office: <https://estes.house.gov/contact/>
 - c. Representative Jake LaTurner
 - i. Link to Email his office: <https://laturner.house.gov/contact>
 - d. Representative Tracey Mann
 - i. Link to Email his office: <https://mann.house.gov/contact>

PRO-ACTIVE ADVOCACY LETTERS:

Please take and adapt any of these letters. Understand these are a starting point. There are many examples elsewhere. Fill them with brief, yet personal, stories of the successful role music has played in your community, school and life. Talk about the kids!

LOCAL

Letter To Your Superintendent/BOE in Your School District (Sample):

Dear (*Dr./Mr/Mrs/Ms. Their name*)---

I want to take a moment to introduce myself. I am your (*discipline*) music teacher at (*school location*). I want to thank you for the wonderful opportunity to bring music education to the children in our community. I believe that music is something every child needs in his or her life. And, music is something, which everyone can use the rest of their life!

I am writing to invite you to our (*season*) concert. (*your school*) (*discipline*) will be performing at (*location*) Auditorium on (*day*), (*date*) at (*time*)pm. We would be absolutely honored to have you here as our guest for our performance to see what we have been doing this year!

We value your leadership and direction and thank you for your support of music education in our community! I understand if you may already have commitments for this evening, but we would love to have you attending any of our events. Also, please feel free to stop by our classroom anytime!

Thank you for your consideration and I look forward to hearing from you!

Sincerely,

(*your name*)

REGIONAL

Letter To Kansas Board of Education Member (Sample):

Representative (*their name*)---

My name is (*your name*) and I am the (*your discipline*) Music Director at (*your school*) in (*your city*), KS. I am writing to invite you to our (*season*) concert. (*your school*) (*discipline*) will be performing at (*location*) Auditorium on (*day*), (*date*) at (*time*)pm. We would be absolutely honored to have you here as our guest for our performances to see what we have been doing this year!

(Give a quick personal statement of what your year has held for you) or (a personal statement about another BOE member you may know) or (tell about the concert a little bit) –Note: Keep it brief.

I understand if you may already have commitments for this evening, but we would love to have you attending any of our events.

Thank you for your consideration and I look forward to meeting you in person!

Sincerely,

(*your name*)

STATE

Letter To A Kansas Representative or Senator (Sample):

Representative or Senator (*their name*)---

I am writing from (*your city*) in Kansas! My name is (*your name*). I am a Kansas Music Teacher (***add any titles/committees***) and I teach at (*school name*) in (*city name*), KS. The purpose of this email is to share a story about a wonderful event in music education we completed in our community.

(share the event and a few highlights of how music education helped people or students in your community or school)

I feel stories such as this are important to share with our Kansas Legislators, because I believe music create a purpose in our students' lives. It is important to our students at every level. So, I ask that you take every opportunity to make sure Music Education is fully funded in Kansas and all other states with any bills you have the opportunity to support. Music education is essential in our students' lives!

Please let me know if you are in our community. We would love to invite you to our classroom or a concert when you are here.

Thank you for your time and consideration!

Sincerely,

(*your name*)

FEDERAL

Letter To United States Representative or Senator (Sample):

The Honorable (*their name*)---

Hello from Kansas! My name is (*your name*), I am a Kansas Music Teacher (***add any titles/committees***) and I teach at (*school name*) in (*city name*), KS. My school is a/an (*elementary/middle school/high school/other*) and we bring music education to (*number*) of students in our school. Also, I am a member of Kansas Music Educators Association, which serves approximately 1,300 teachers and several thousand students in Kansas.

My colleagues and I are participating in the month long celebration of Music In Our Schools Month during March. (***add a small personal message here – keep it brief***)

We would like to share our concerns and interests regarding music education, including the need for (place your "Asks" for the legislator here).

Please let us know if you would like to meet on a virtual platform or over the phone. We look forward to hearing from you and learning how we may work together with the (***Representative or Senator Name***) on these issues."

I thank you for your service.

Sincerely,

(*your name*)