



# Legislative Committee Handbook 2023-2024

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# MCSBA Legislative Committee Guidelines

The Legislative Committee has adopted the following guidelines for voting at meetings and for advocacy.

## **Voting at Committee Meetings**

A maximum of two votes per district by Association members are allowed on any business before the committee.

## **Advocacy Guidelines\***

Any person may attend a MCSBA advocacy trip when appointed to do so by a local school board. The local school board will be responsible for incurring any expense involved in this participation.

Any person who attends an advocacy trip of MCSBA is expected to support the positions of the Association.

Non-members may be invited to participate in advocacy trips at the discretion of the executive director where it is deemed appropriate and beneficial to the association.

*\*Legislative Committee Guidelines revised 11-07-22*



# New York State Legislative Session Calendar

## January — June 2024



The New York State legislative session calendar establishes a schedule for the 2024 legislative session and provides dates important to the legislative process. The session calendar is intended to afford Members flexibility in conducting legislative business in Albany and planning activities within their home districts. The session calendar will foster orderly and timely consideration of legislation. Unforeseen events may require modification of the session calendar.

JANUARY						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

MARCH						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**January 3** 2024 Legislative Session convenes  
**January 15** Martin Luther King, Jr. Day  
**January 16** Final Day for Submission of Executive Budget

**February 19** Presidents' Day  
**April 1** Beginning of new Fiscal Year  
**May 27** Memorial Day

 Indicates session day



# Legislative Districts Representing MCSBA Member Districts

## 2022 Redistricting

School District	Congressional District	NYS Senate District	NYS Assembly District
Brighton	25 <sup>th</sup> Morelle	56 <sup>th</sup> Cooney	136 <sup>th</sup> Clark
Brockport	25 <sup>th</sup> Morelle	62 <sup>nd</sup> Ortt	139 <sup>th</sup> Hawley
Churchville- Chili	25 <sup>th</sup> Morelle	54 <sup>th</sup> Helming	139 <sup>th</sup> Hawley 138 <sup>th</sup> Bronson 134 <sup>th</sup> Jensen
East Irondequoit	25 <sup>th</sup> Morelle	55 <sup>th</sup> Brouk	136 <sup>th</sup> Clark
East Rochester	25 <sup>th</sup> Morelle	55 <sup>th</sup> Brouk	135 <sup>th</sup> Lunsford
Fairport	25 <sup>th</sup> Morelle	55 <sup>th</sup> Brouk	135 <sup>th</sup> Lunsford
Gates Chili	25 <sup>th</sup> Morelle	56 <sup>th</sup> Cooney	138 <sup>th</sup> Bronson 137 <sup>th</sup> Meeks
Greece	25 <sup>th</sup> Morelle	56 <sup>th</sup> Cooney	134 <sup>th</sup> Jensen
Hilton	25 <sup>th</sup> Morelle	56 <sup>th</sup> Cooney 62 <sup>nd</sup> Ortt	134 <sup>th</sup> Jensen
Holley	25 <sup>th</sup> Morelle 24 <sup>th</sup> Tenney	62 <sup>nd</sup> Ortt	139 <sup>th</sup> Hawley
Honeoye Falls- Lima	25 <sup>th</sup> Morelle 24 <sup>th</sup> Tenney	54 <sup>th</sup> Helming	133 <sup>rd</sup> Byrnes 135 <sup>th</sup> Lunsford
Kendall	25 <sup>th</sup> Morelle 24 <sup>th</sup> Tenney	62 <sup>nd</sup> Ortt	139 <sup>th</sup> Hawley
Penfield	25 <sup>th</sup> Morelle	55 <sup>th</sup> Brouk	135 <sup>th</sup> Lunsford
Pittsford	25 <sup>th</sup> Morelle	55 <sup>th</sup> Brouk 54 <sup>th</sup> Helming	135 <sup>th</sup> Lunsford
Rochester	25 <sup>th</sup> Morelle	54 <sup>th</sup> Helming 55 <sup>th</sup> Brouk 56 <sup>th</sup> Cooney	137 <sup>th</sup> Meeks 138 <sup>th</sup> Bronson 136 <sup>th</sup> Clark
Rush-Henrietta	25 <sup>th</sup> Morelle	54 <sup>th</sup> Helming 55 <sup>th</sup> Brouk 56 <sup>th</sup> Cooney	133 <sup>rd</sup> Byrnes 138 <sup>th</sup> Bronson
Spencerport	25 <sup>th</sup> Morelle	62 <sup>nd</sup> Ortt	134 <sup>th</sup> Jensen
Victor	24 <sup>th</sup> Tenney	54 <sup>th</sup> Helming	133 <sup>rd</sup> Byrnes
Webster	25 <sup>th</sup> Morelle	55 <sup>th</sup> Brouk	135 <sup>th</sup> Lunsford 130 <sup>th</sup> Manktelow
West Irondequoit	25 <sup>th</sup> Morelle	55 <sup>th</sup> Brouk	136 <sup>th</sup> Clark
Wheatland-Chili	25 <sup>th</sup> Morelle	54 <sup>th</sup> Helming	133 <sup>rd</sup> Byrnes 138 <sup>th</sup> Bronson

## Monroe County Area State Legislators (January 2023) Senate

<b>S 54</b>	<b>Pamela Helming</b>	517 Legislative Office Building Albany, NY 12247 (518) 455-2366 (518) 426-6953 Fax Helming@nysenate.gov	425 Exchange Street Geneva, NY 14456 (315) 568-9816 (315) 789-1946 Fax
<b>S 55</b>	<b>Samra Brouk</b>	817 Legislative Office Building Albany, NY 12247 (518) 455-2215 brouk@nysenate.gov	274 N. Goodman St. Ste. B127 Rochester, NY 14607 (585) 223-1800 (585) 223-3157 Fax
<b>S 56</b>	<b>Jeremy Cooney</b>	808 Legislative Office Building Albany, NY 12247 (518) 455-2909 cooney@nysenate.gov	280 East Broad St, Suite 110 Rochester, NY 14604 (585) 225-3650 (585) 225-3661 Fax
<b>S 62</b>	<b>Robert Ortt</b>	Capitol Building, Room 315 Albany, NY 12247 (518) 455-2024 (518) 426-6987 Fax Ortt@nysenate.gov	175 Walnut Street, Ste. 6 Lockport, NY 14094 (716) 434-0680 (716) 434-3297 Fax

## Monroe County Area State Legislators (January 2023) Assembly

<b>A130</b>	Brian Manktelow	320 Legislative Office Building Albany, NY 12248 (518) 455-5655 (518) 455-5407 Fax manktelowb@nyassembly.gov	10 Leach Rd. Lyons, NY 14489 (315) 946-5166 (315) 946-5229 Fax
<b>A 133</b>	Marjorie Byrnes	723 Legislative Office Building Albany, NY 12248 (518) 455-5562 (518) 455-5918 Fax byrnesm@nyassembly.gov	79 Genesee Street Avon, NY 14414 (585) 218-0038 (585) 226-2022 Fax
<b>A 134</b>	Josh Jensen	722 Legislative Office Building Albany, NY 12248 (518) 455-4664 (518) 455-3093 Fax jensenj@nyassembly.gov	2496 West Ridge Road Rochester, NY 14626 (585) 225-4190 (585) 225-6502 Fax
<b>A 135</b>	Jennifer Lunsford	820 Legislative Office Building Albany, NY 12248 (518) 455-5784 Lunsfordj@nyassembly.gov	317 Main St. Ste. 2032 East Rochester, NY 14445 (585) 223-9130
<b>A 136</b>	Sarah Clark	429 Legislative Office Building Albany, NY 12248 (518) 455-5373 (518) 455-5647 Fax Clarks@nyassembly.gov	Second Floor, Suite 4 1800 Hudson Avenue Rochester, NY 14617 (585) 467-0410 (585) 467-5342 Fax
<b>A 137</b>	Demond Meeks	821 Legislative Office Building Albany, NY 12248 (518) 455-5606 meeksd@nyassembly.gov	107 Liberty Pole Way Rochester, NY 14604 585-454-3670
<b>A 138</b>	Harry Bronson	847 Legislative Office Building Albany, NY 12248 (518) 455-4527 (518) 455-5342 Fax bronsonh@nyassembly.gov	840 University Avenue Rochester, NY 14607 (585) 244-5255 (585) 244-1635 Fax
<b>A 139</b>	Stephen Hawley	521 Legislative Office Building Albany, NY 12248 (518) 455-5811 (518) 455-3750 Fax HawleyS@nyassembly.gov	121 North Main Street Suite 100 Albion, NY 14411 (585) 589-5780 (585) 589-5813 Fax

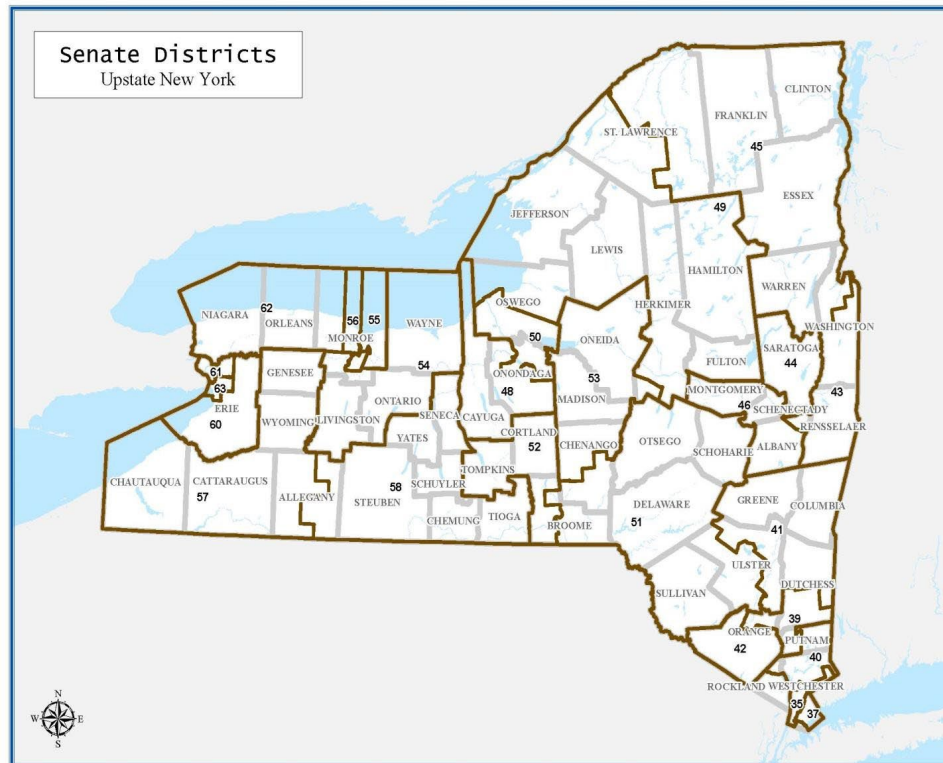
## State Legislators Representing MCSBA Districts

District	Last Name	First Name	School Districts Represented
<b>130</b>	Manktelow	Brian	B1 ▪ Webster
<b>133</b>	Byrnes	Marjorie	B1 ▪ B2 ▪ Honeoye Falls-Lima ▪ Rush-Henrietta ▪ Victor ▪ Wheatland-Chili
<b>134</b>	Jensen	Josh	B2 ▪ Churchville-Chili ▪ Greece ▪ Hilton ▪ Spencerport
<b>135</b>	Lunsford	Jennifer	B1 ▪ East Rochester ▪ Fairport ▪ HF-L ▪ Penfield ▪ Pittsford ▪ Webster
<b>136</b>	Clark	Sarah	B1 ▪ Brighton ▪ East Irondequoit ▪ RCSD ▪ West Irondequoit
<b>137</b>	Meeks	Demon	B2 ▪ Gates Chili ▪ RCSD
<b>138</b>	Bronson	Harry	B2 ▪ Churchville-Chili ▪ Gates Chili ▪ RCSD ▪ Rush-Henrietta ▪ Wheatland-Chili
<b>139</b>	Hawley	Stephen	B2 ▪ Brockport ▪ Churchville-Chili ▪ Holley ▪ Kendall
<b>54</b>	Helming	Pamela	B1 ▪ B2 ▪ Churchville-Chili ▪ HF-L ▪ Pittsford ▪ RCSD ▪ Rush-Henrietta ▪ Victor ▪ Wheatland-Chili
<b>55</b>	Brouk	Samra	B1 ▪ East Irondequoit ▪ East Rochester ▪ Fairport ▪ Penfield ▪ Pittsford ▪ RCSD ▪ Rush-Henrietta ▪ Webster ▪ West Irondequoit
<b>56</b>	Cooney	Jeremy	B1 ▪ B2 ▪ Brighton ▪ Gates Chili ▪ Greece ▪ Hilton ▪ RCSD ▪ Rush-Henrietta
<b>62</b>	Ortt	Robert	B2 ▪ Brockport ▪ Hilton ▪ Holley ▪ Kendall ▪ Spencerport

## MSCBA Legislator District Maps

District	Website
<b>Assembly</b>	
<b>Byrnes</b>	<a href="https://nyassembly.gov/mem/Marjorie-Byrnes">https://nyassembly.gov/mem/Marjorie-Byrnes</a>
<b>Jensen</b>	<a href="https://nyassembly.gov/mem/Josh-Jensen/office/">https://nyassembly.gov/mem/Josh-Jensen/office/</a>
<b>Lunsford</b>	<a href="https://nyassembly.gov/mem/Jennifer-Lunsford/map/">https://nyassembly.gov/mem/Jennifer-Lunsford/map/</a>
<b>Clark</b>	<a href="https://nyassembly.gov/mem/Sarah-Clark/map/">https://nyassembly.gov/mem/Sarah-Clark/map/</a>
<b>Meeks</b>	<a href="https://nyassembly.gov/mem/Demond-Meeks/map/">https://nyassembly.gov/mem/Demond-Meeks/map/</a>
<b>Manktelow</b>	<a href="http://nyassembly.gov/mem/Brian-Manktelow/map/">http://nyassembly.gov/mem/Brian-Manktelow/map/</a>
<b>Bronson</b>	<a href="https://nyassembly.gov/mem/Harry-B-Bronson/map/">https://nyassembly.gov/mem/Harry-B-Bronson/map/</a>
<b>Hawley</b>	<a href="https://nyassembly.gov/mem/Stephen-Hawley/map/">https://nyassembly.gov/mem/Stephen-Hawley/map/</a>
<b>Senate</b>	
<b>Helming</b>	<a href="https://www.nysenate.gov/district/54">https://www.nysenate.gov/district/54</a>
<b>Brouk</b>	<a href="https://www.nysenate.gov/district/55">https://www.nysenate.gov/district/55</a>
<b>Cooney</b>	<a href="https://www.nysenate.gov/district/56">https://www.nysenate.gov/district/56</a>
<b>Ortt</b>	<a href="https://www.nysensate.gov/district/62">https://www.nysensate.gov/district/62</a>

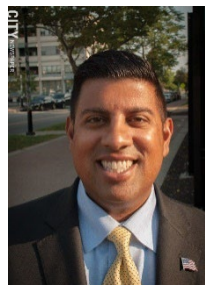
# NYS Senate District Map 2022 (based on 2022 NYS redistricting)



Pam Helming  
54<sup>th</sup> Senate



Samra Brouk  
55<sup>th</sup> Senate

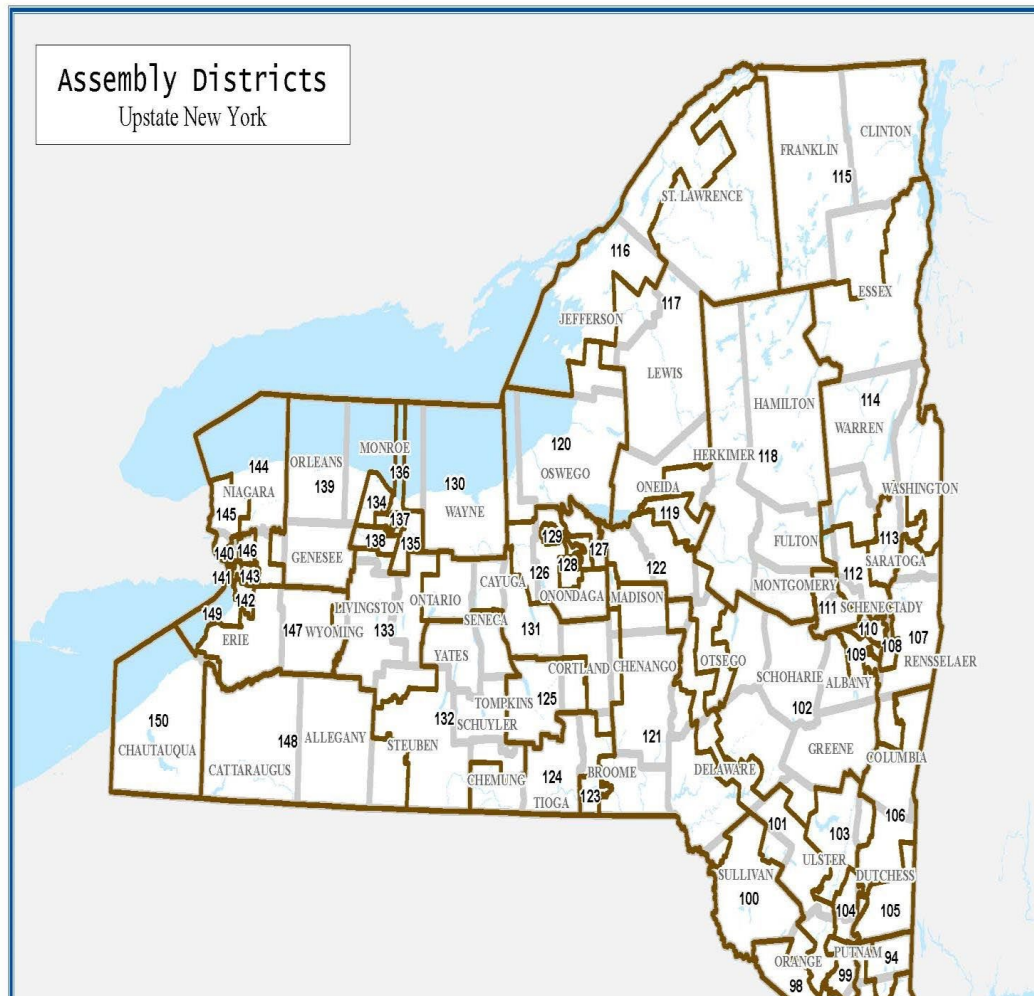


Jeremy Cooney  
56<sup>th</sup> Senate



Robert Ortt  
62<sup>nd</sup> Senate

# NYS Assembly District Map 2022 (based on 2022 NYS redistricting)



Marjorie Byrnes  
133<sup>rd</sup>



Josh Jensen  
134<sup>th</sup>



Jennifer Lunsford  
135<sup>th</sup>



Sarah Clark  
136<sup>th</sup>



Brian Manktelow  
130<sup>th</sup>



Demond Meeks  
137<sup>th</sup>



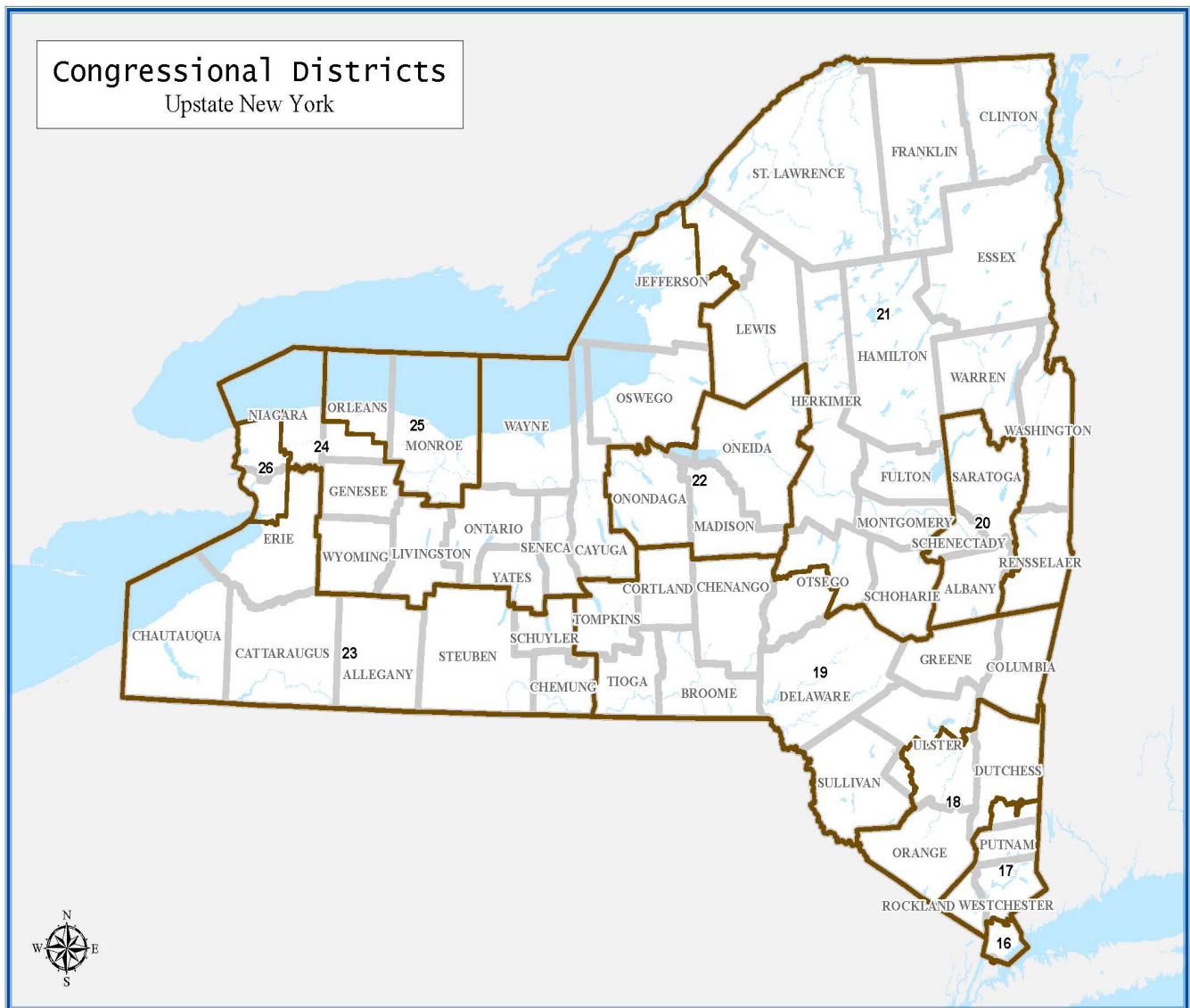
Harry Bronson  
138<sup>th</sup>



Stephen Hawley  
139<sup>th</sup>



## NYS Congressional District Map 2022 (based on 2022 NYS redistricting)



Joseph Morelle  
25<sup>th</sup> Congressional District



Claudia Tenney  
24<sup>th</sup> Congressional District



Kirsten Gillibrand  
U.S. Senate



Charles Schumer  
U.S. Senate



## MCSBA Legislator Standing Committees

Title	Name	House	District	Committees
Senator	Pam Helming	NYS Senate	S54	Agriculture; Cannabis; Commerce, Economic Development and Small Business; Ranking member - Housing, Construction and Community Development; Ranking member - Insurance; Ranking member - Legislative Commission on Rural Resources; Legislative Women's Caucus; Racing, gaming and wagering; Rules
Senator	Jeremy Cooney	NYS Senate	S56	Chair – Cannabis; Chair - Procurement and Contracts; Commerce, Economic Development & Small Business; Cultural Affairs, Tourism, Parks and Recreation; Ethics & Internal Governance; Finance; Insurance; Select Majority Task Force on Minority & Women-Owned Business Enterprises; Transportation
Senator	Samra Brouk	NYS Senate	S55	Chair - Mental Health; Children & Families; Cities 2; Consumer Protection; Health; Internet & Technology; Legislative Women's Caucus; Veterans, Homeland Security & Military Affairs
Senator	Robert Ortt, Minority Leader	NYS Senate	S62	Minority Leader; Ranking member – Rules; State-Native American Relations
Assemblyman	Brian Manktelow	NYS Assembly	A130	Environmental Conservation; Local Governments; Veteran's Affairs; Energy; Ways & Means
Assemblyman	Harry Bronson	NYS Assembly	A138	Chair - Economic Development, Job Creation, Commerce and Industry; Education; Labor; Rules; Ways and Means
Assemblywoman	Sarah Clark	NYS Assembly	A 136	Chair – Subcommittee on Tuition Assistance Program; Aging; Children and Families; Higher Education; Legislative Women's Caucus; Local Governments; Mental Health; Small Business; Task Force on Women's Issues; Asian Pacific American Task Force
Assemblyman	Demond Meeks	NYS Assembly	A137	Chair – Insurer Investments & Market Practices in Underserved Areas; Children & Families; Cities; Governmental Operations; Housing, Insurance & Correction; Black, Puerto Rican, Hispanic, an Asian Legislative Caucus; Puerto Rican/Hispanic Task Force
Assemblyman	Josh Jensen	NYS Assembly	A134	Banks; Corporations, Authorities and Commissions; Health; Insurance; Libraries and Education Technology
Assemblywoman	Jennifer Lunsford	NYS Assembly	A135	Children and Families; Chair - Digital Libraries; Economic Development, Job Creation, Commerce and Industry; Environmental Conservation; Insurance; Legislative Women's Caucus; Libraries and Education Technology; Local Governments; Task Force on Women's Issues

## MCSBA Legislator Standing Committees Continued

Title	Name	House	District	Committees
Assemblywoman	Marjorie Byrnes	NYS Assembly	A133	Children and Families; Ethics and Guidance; Health; Housing; Judiciary; Legislative Women's Caucus; Small Business
Assemblyman	Stephen Hawley	NYS Assembly	A139	Agriculture; Insurance; Rules; Veterans' Affairs; Ways and Means; Women Veterans
Congressman	Joseph Morelle	US House	25	Appropriations; Ranking member – House Administration; Congressional Career & Technical Education Caucus; Sustainable Energy & Environment Coalition; STEM Education Caucus; Gun Violence Task Force; Future of Transportation Caucus
Congresswoman	Claudia Tenney	US House	24	Ways & Means; Health; Work & Welfare; Oversight; Science, Space, & Technology; Energy
Senator	Kirsten Gillibrand	US Senate		Aging, Agriculture, Nutrition and Forestry; Armed Services; Intelligence
Senator	Chuck Schumer	US Senate		Senate Majority Leader; Intelligence; Rules and Administration

## MCSBA Legislator Proposed Legislation

Title	Name	House	District	Legislation
Senator	Pam Helming	NYS Senate	S54	<a href="#">Legislation   NY State Senate (nysenate.gov)</a>
Senator	Jeremy Cooney	NYS Senate	S56	<a href="#">Legislation   NY State Senate (nysenate.gov)</a>
Senator	Samra Brouk	NYS Senate	S55	<a href="#">Legislation   NY State Senate (nysenate.gov)</a>
Senator	Robert Ortt	NYS Senate	S62	<a href="#">Legislation   NY State Senate (nysenate.gov)</a>
Assemblyman	Brian Manktelow	NYS Assembly	A130	<a href="#">Brian Manktelow - Assembly District 130   Assembly Member Directory   New York State Assembly (nyassembly.gov)</a>
Assemblyman	Harry Bronson	NYS Assembly	A138	<a href="#">Harry B. Bronson - Assembly District 138   Assembly Member Directory   New York State Assembly (nyassembly.gov)</a>
Assemblywoman	Sarah Clark	NYS Assembly	A136	<a href="#">Sarah Clark - Assembly District 136   Assembly Member Directory   New York State Assembly (nyassembly.gov)</a>
Assemblyman	Demond Meeks	NYS Assembly	A137	<a href="#">Demond Meeks - Assembly District 137   Assembly Member Directory   New York State Assembly (nyassembly.gov)</a>
Assemblyman	Josh Jensen	NYS Assembly	A134	<a href="#">Josh Jensen - Assembly District 134   Assembly Member Directory   New York State Assembly (nyassembly.gov)</a>
Assemblywoman	Jennifer Lunsford	NYS Assembly	A135	<a href="#">Jennifer Lunsford - Assembly District 135   Assembly Member Directory   New York State Assembly (nyassembly.gov)</a>
Assemblywoman	Marjorie Byrnes	NYS Assembly	A133	<a href="#">Marjorie Byrnes - Assembly District 133   Assembly Member Directory   New York State Assembly (nyassembly.gov)</a>
Assemblyman	Stephen Hawley	NYS Assembly	A139	<a href="#">Stephen Hawley - Assembly District 139   Assembly Member Directory   New York State Assembly (nyassembly.gov)</a>
Congressman	Joseph Morelle	US House	25	<a href="#">Issues   Representative Morelle (house.gov)</a>
Congresswoman	Claudia Tenney	US House	24	<a href="#">Issues   Representative Claudia Tenney (house.gov)</a>
Senator	Kirsten Gillibrand	US Senate		<a href="#">Kirsten Gillibrand   U.S. Senator for New York (senate.gov)</a>
Senator	Chuck Schumer	US Senate		<a href="#">Issues - Chuck Schumer for Senate</a>

# Monroe County Legislature

District	Name	Address	Phone	Email
<b>County Executive</b>	<b>Adam Bello (D)</b>	<b>110 County Office Building 39 West Main St Rochester, NY 14614</b>	<b>(585) 753-1000 (585) 753-1014 Fax</b>	<b>Countyexecutive@monroecounty.gov</b>
1 <sup>st</sup> District	Blake Keller (R)	7 Country Meadow Way Hilton, NY 14468	(585) 753-1922 (Business)	legislatorskeller1@gmail.com
2 <sup>nd</sup> District	Jackie Smith (R)	59 Sherwood Drive Brockport, NY 14420	(585) 753-1922 (Business)	legislatorsmith@gmail.com
3 <sup>rd</sup> District	Tracy Diflorio (R)	17 Baymon Drive Rochester, NY 14624	(585) 733-8839 (Cell) (585) 753-1922 (Business)	legislatordiflorio@gmail.com
4 <sup>th</sup> District	Virginia E. McIntyre (R)			
5 <sup>th</sup> District	Richard B. Milne (R)	39 West Main Street Rochester, NY 14614	(585) 753-1922 (Business)	legislformilne@gmail.com
6 <sup>th</sup> District	Sean McCabe (R)	95 Helenwood Road Rochester, NY 14616	(585) 753-1922 (Business)	legislformccabe@gmail.com
7 <sup>th</sup> District	Kirk Morris (R)	39 West Main Street Rochester, NY 14614	(585) 753-1922 (Business)	legislformorris@gmail.com
8 <sup>th</sup> District	Mark Johns (R)	39 West Main Street Rochester, NY 14614	(585) 753-1922 (Business)	legislatorjohns@gmail.com
9 <sup>th</sup> District	Paul Dondorfer (R)	39 West Main Street Rochester, NY 14614	(585) 753-1922 (Business)	legislatordondorfer@gmail.com
10 <sup>th</sup> District	Howard Maffucci (D)	38 Greenpoint Trail Pittsford, NY 14534	(585) 753-1940 (Home) (585) 750-3116 (Business)	howardmaffucci@gmail.com
11 <sup>th</sup> District	John B. Baynes (D)			
12 <sup>th</sup> District	Steve Brew (R)	492 Bangs Road Churchville, NY 14428	(585) 697-4949 (Cell) (585) 753-1922 (Business)	legislatorbrew@gmail.com
13 <sup>th</sup> District	Michael Yudelton (D)	281 Butler Drive Pittsford, NY 14467	(585) 753-1940 (Business)	legislatoryudelton@gmail.com
14 <sup>th</sup> District	Susan Hughes-Smith (D)	453 Edgewood Ave Rochester, NY 14618	(585) 753-1940 (Business) (585) 789-1501 (Cell)	SueHSLD14@gmail.com
15 <sup>th</sup> District	Francis M. Ciardi (R)			
16 <sup>th</sup> District	Dave Long (D)	PO Box 90551 Rochester, NY 14609	(585) 753-1940 Business (585) 484-0634 Cell	legislatorlong@gmail.com

## Monroe County Legislature Cont.

District	Name	Address	Phone	Email
15 <sup>th</sup> District	Francis M. Ciardi (R)			
16 <sup>th</sup> District	David Long (D)	P.O. Box 90551 Rochester, NY 14609	(585) 753-1940 (Business) (585) 484-0634 (Cell)	legislatorlong@gmail.com
17 <sup>th</sup> District	Rachel Barnhart (D)	1858 East Main Street Rochester, NY 14609	(585) 210-3246 (Cell)	rachel@rachbarnhart.com
18 <sup>th</sup> District	Lystra E. McCoy (D)			
19 <sup>th</sup> District	Tom Sinclair (R)			
20 <sup>th</sup> District	Robert J. Colby (R)	669 Colby Street Spencerport, NY 14559	(585) 753-1922 (Business) (585) 721-0774 (Cell)	legislatorcolby@gmail.com
21 <sup>st</sup> District	Santos E Cruz (D)			
22 <sup>nd</sup> District	Mercedes Vazquez Simmons (D)	33 Fien Street Rochester, NY 14605	(585) 281-2540 (Cell)	MercedesId22@gmail.com
23 <sup>rd</sup> District	Linda Hasman (D)	763 Harvard Street Rochester, NY 14610	(585) 474-2260 (Cell) (585) 753-1940 (Business)	lindamhasman@gmail.com
24 <sup>th</sup> District	Albert Blankley (D)	143 Crawford Street Rochester, NY 14620	(585) 753-1940 (Cell) (585) 270-1433	Albert.a.blankley@gmail.com
25 <sup>th</sup> District	Carolyn Delvecchio Hoffman (D)	39 West Main Street Rochester, NY 14614	(585) 753-1940	Cdelvecchiohoffman@monroecounty.gov
26 <sup>th</sup> District	Yversha M. Roman (D)	55 Parkwood Road Rochester, NY 14615	(585) 957-5588 (Cell) (585) 753-1922 (Business)	Monroe26@monroecounty.gov
27 <sup>th</sup> District	Rose E. Bonnick (D)			
28 <sup>th</sup> District	Ricky Frazier (D)	347 Sunset Street Rochester, NY 14606	(585) 753-1940 (Business) (585) 270-1007 (Cell)	legislatorfrazier@gmail.com
29 <sup>th</sup> District	William Burgess (D)	225 Northlane Drive Rochester, NY 14621	(585) 753-1940 (Business) (585) 206-1131 (Home)	legislatorburgess@gmail.com

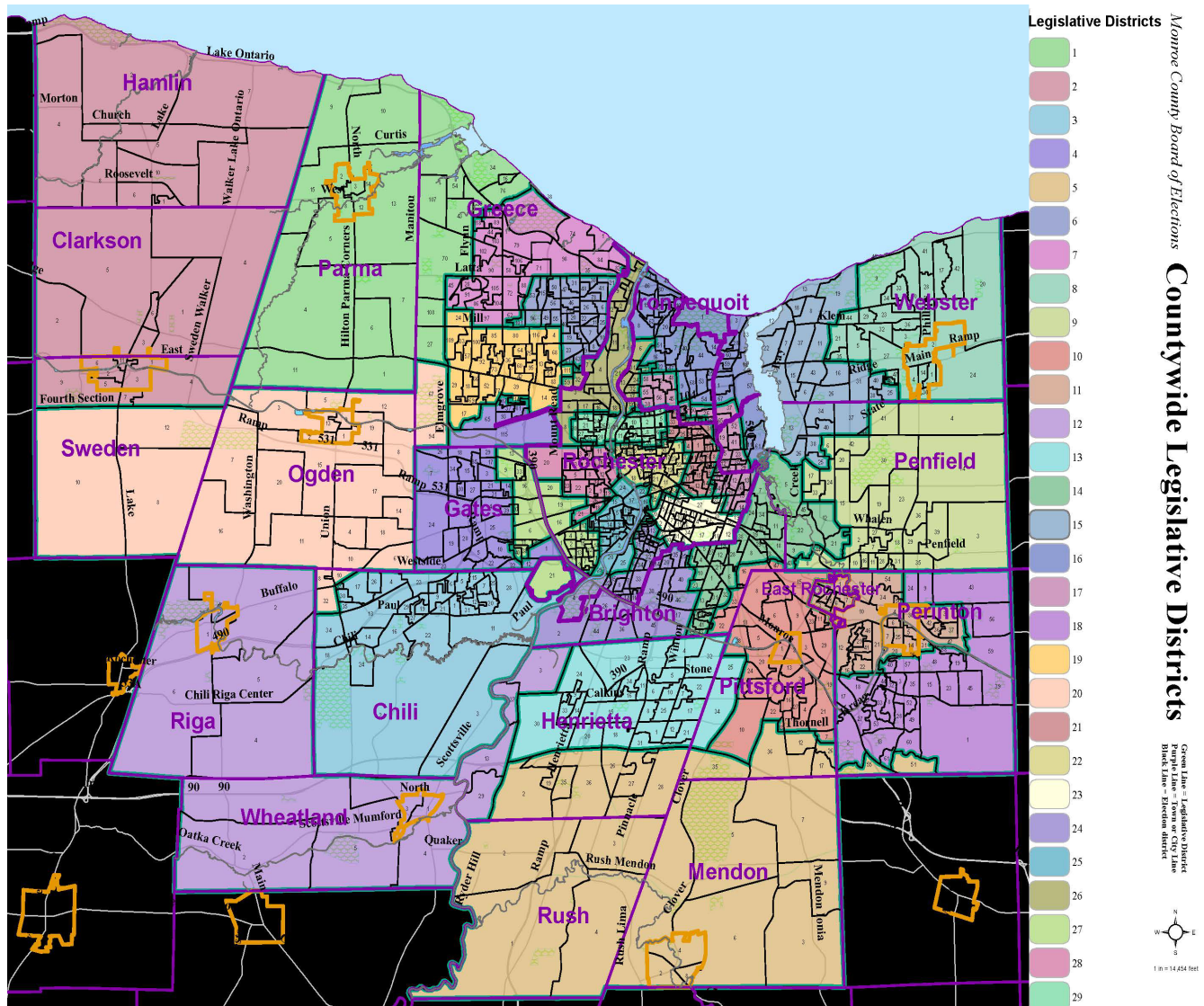
# Monroe County Legislature

## Standing Committee Assignments 2023

Monday		Tuesday	
Agenda/Charter 5:00 PM		Human Services 5:00 PM	
Republican	Sean McCabe, Chair	Republican	Blake Keller, Chair
	Steve Brew, Vice Chair		Jackie Smith, Vice Chair
	Kathleen Taylor		Paul Dondorfer
Democrat	Rachel Barnhart, RMM		Steve Brew
	Dave Long		Kirk Morris
Environment & Public Works 5:15 PM		Democrat	Michael Yudelton, RMM
Republican	Mark Johns, Chair		Albert Blankley
	Sean McCabe, Vice Chair		Linda Hasman
	Tracy DiFlorio		Carolyn Delvecchio Hoffman
	George Hebert	Transportation 5:15 PM	
Democrat	Susan Hughes-Smith, RMM	Republican	Kirk Morris, Chair
	Howard Maffucci		Robert Colby, Vice Chair
	Albert Blankley		Blake Keller
Intergovernmental Relations 5:30 PM			Jackie Smith
Republican	George Hebert, Chair	Democrat	Linda Hasman, RMM
	Tracy DiFlorio, Vice Chair		William Burgess
	Mark Johns		Ricky Frazier
Democrat	Dave Long, RMM	Public Safety 5:30 PM	
	Roman Misula	Republican	Paul Dondorfer, Chair
Planning & Economic Development 5:45 PM			Richard B. Milne, Vice Chair
Republican	Tracy DiFlorio, Chair		Robert Colby
	Frank X. Allkofer, Vice Chair		Kirk Morris
	Mark Johns		Sean Delehanty
Democrat	Ricky Frazier, RMM	Democrat	William Burgess, RMM
	John B. Baynes		Carolyn Delvecchio Hoffman
Recreation & Education 6:00 PM			Susan Hughes-Smith
Republican	Frank X. Allkofer, Chair		Sean Misula
	Sean McCabe, Vice Chair	Ways & Means 6:00 PM	
	George Hebert	Republican	Jackie Smith
Democrat	John B. Baynes, RMM		Sean M. Delehanty, Vice Chair
	Mercedes Vasquez-Simmons		Robert Colby
			Paul Dondorfer
			Richard B. Milne
			Steve Brew
		Democrat	Howard Maffucci, RMM
			Rachel Barnhart
			Yversha Roman
			Mercedes Vazquez-Simmons
			Michael Yudelton

*\*as of October 17, 2023*

# Monroe County Legislature Districts



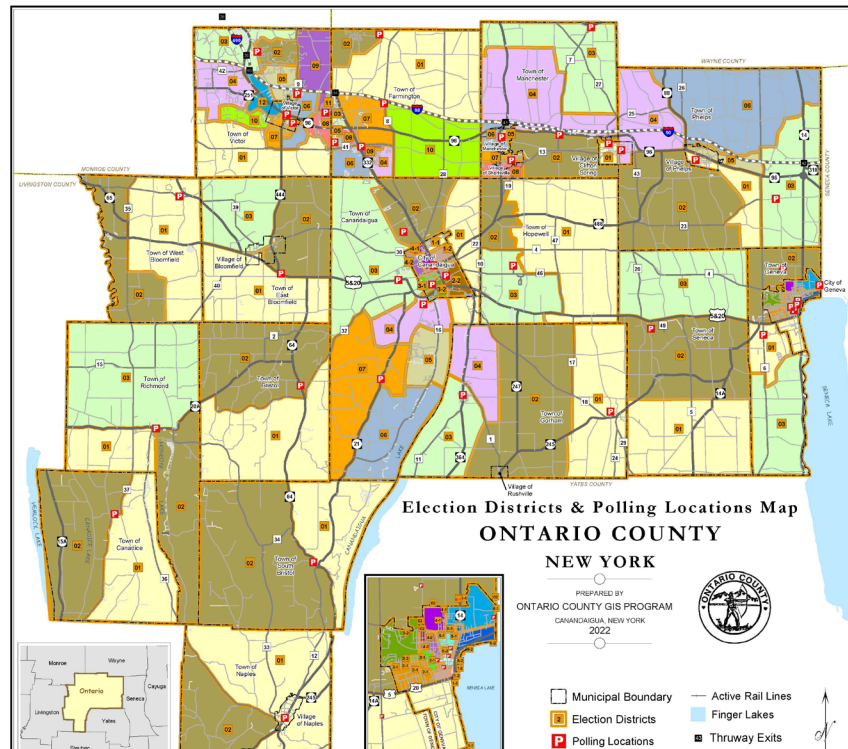
1. Blake Keller
2. Jackie Smith
3. Tracy DiFlorio
4. Virginia E. McIntyre
5. Richard B. Milne
6. Sean McCabe
7. Kirk Morris
8. Mark Johns
9. Paul Dondorfer
10. Howard Maffucci

11. John B. Baynes
12. Steve Brew
13. Michael Yudelson
14. Susan Hughes-Smith
15. Francis M. Ciardi
16. Dave Long
17. Rachel Barnhart
18. Lystra E. McCoy
19. Tom Sinclair
20. Robert J. Colby

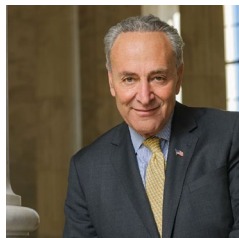
21. Santos E. Cruz
22. Mercedes Vazquez Simmons
23. Linda Hasman
24. Albert Blankley
25. Carolyn Delvecchio Hoffman
26. Yversha M. Roman
27. Rose E. Bonnick
28. Ricky G. Frazier
29. William T. Burgess



# Ontario County Government



Kirsten Gillibrand  
U.S. Senate



Charles Schumer  
U.S. Senate



Claudia Tenney  
24th Congressional  
District



Jeff Gallahan  
131<sup>st</sup> Assembly



Pam Helming  
54<sup>th</sup> Senate



# Ontario County Government

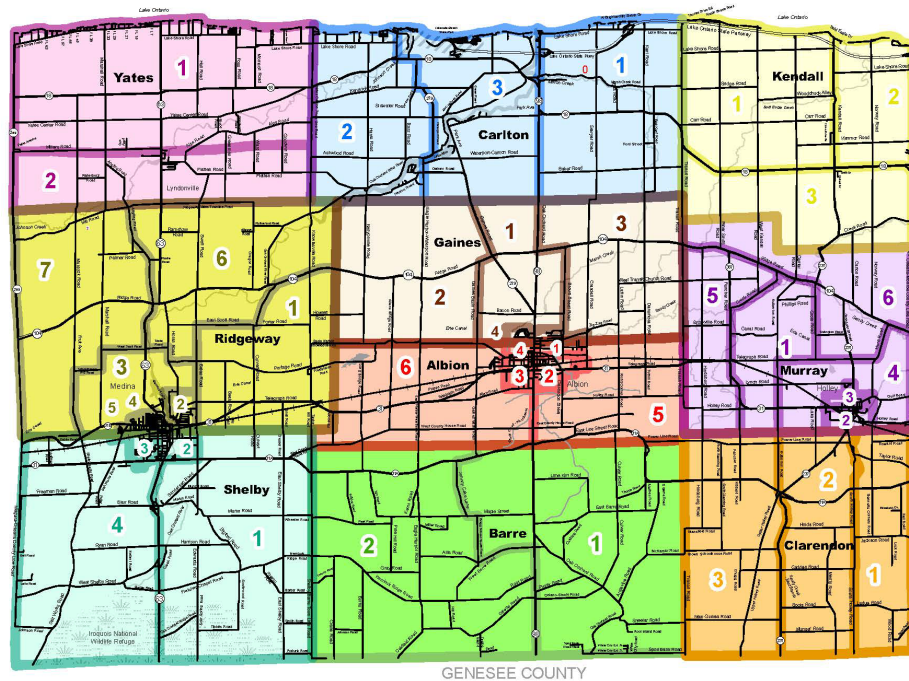
24 <sup>th</sup> US Congressional District			
	Claudia Tenney	7171 Pittsford-Victor Rd. Victor, NY 14564	(585) 869-2060
Ontario County Board of Supervisors			
District	Name		
City of Canandaigua Wards 1&4	David B. Baker		
City of Canandaigua Wards 2&3	Nancy H. Yacci		
City of Geneva Wards 1&2	James X. Kennedy		
City of Geneva Wards 3&4	Louis Guard		
City of Geneva Wards 5&6	John L. Pruett		
Town of Bristol	Robert A. Green Jr.		
Town of Canadice	Christopher R. Vastola		
Town of Canandaigua	Jared J. Simpson		
Town of East Bloomfield	Frederick A. Wille		
Town of Farmington	Peter V. Ingalsbe		
Town of Geneva	Mark A. Venuti		
Town of Gorham	Dale C. Stell		
Town of Hopewell	William (Bill) Namestnik		
Town of Manchester	David Phillips		
Town of Naples	John B. Cowley		
Town of Phelps	Norman Teed		
Town of Richmond	Daryl G. Marshall		
Town of Seneca	Andrew Wickham		
Town of South Bristol	Daniel Q. Marshall		
Town of Victor	John (Jack) Marren		
Town of West Bloomfield	Todd Campbell (Vice Chairman)		

*\*as of November 13, 2023*

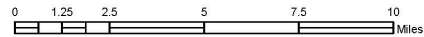
# Orleans County Government

## Orleans County: Countywide Voting Districts

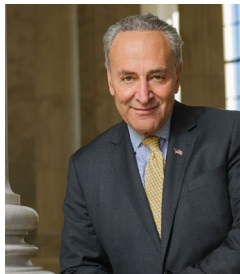
Prepared 5-8-23 by Orleans County Department of Planning and Development



Data Source: Orleans County Board of Elections



Kirsten Gillibrand  
U.S. Senate



Charles Schumer  
U.S. Senate



Claudia Tenney  
24th Congressional  
District



Robert Ort  
62<sup>nd</sup> Senate



Stephen Hawley  
139<sup>th</sup>

### 24<sup>th</sup> US Congressional District

Claudia Tenney	2349 Rayburn House Office Bldg. Washington, DC 20515 (202) 225-3665	7171 Pittsford-Victor Rd. Victor, NY 14564 (585) 869-2060
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### Chairman of the Legislature – Lynne M. Johnson

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### Vice-Chairman of the Legislature – William H. Eick (R)

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# Orleans County Government

Orleans County Legislators 2023			
District 1 – Barre, Clarendon, Shelby			
	William H. Eick (R)	10471 Freeman Road Medina, NY 14103	(585) 735-7363 <a href="mailto:Bill.Eick@orleanscountyny.gov">Bill.Eick@orleanscountyny.gov</a>
District 2 - Ridgeway, Yates			
	Lynne M. Johnson (R)	12118 E. Yates Center Rd Lyndonville, NY 14098	(585) 765-2621 <a href="mailto:Lynne.Johnson@orleanscountyny.gov">Lynne.Johnson@orleanscountyny.gov</a>
District 3 - Albion, Gaines			
	Fred Miller (D)	5 Linwood Avenue Albion, NY 14411	(585) 589-5573 <a href="mailto:Fred.miller@orleanscountyny.gov">Fred.miller@orleanscountyny.gov</a>
District 4 - Carlton, Kendall, Murray			
	John M. Fitzak (R)	14435 Lakeshore Road Kent, NY 14477	(585) 748-4228 <a href="mailto:John.Fitzak@oreleanscountyny.gov">John.Fitzak@oreleanscountyny.gov</a>
At Large – West			
	Merle “Skip” Draper	210 William Street Medina, NY 14103	(585) 798-0677 <a href="mailto:merle.draper@orleanscountyny.gov">merle.draper@orleanscountyny.gov</a>
At Large – Central			
	Donald J. Allport (R), Majority leader	3008 Crandall Road Albion, NY 14411	(585) 589-5496 <a href="mailto:Donald.Allport@orleanscountyny.gov">Donald.Allport@orleanscountyny.gov</a>
At Large - East			
	Edward F. Morgan (R)	3132 Hulberton Rd Holley, NY 14470	(585) 732-7270 <a href="mailto:Ed.Morgan@orleanscountyny.gov">Ed.Morgan@orleanscountyny.gov</a>

*\*as of November 13, 2023*

# Federal and State Governmental Leaders

## Updated November 2023

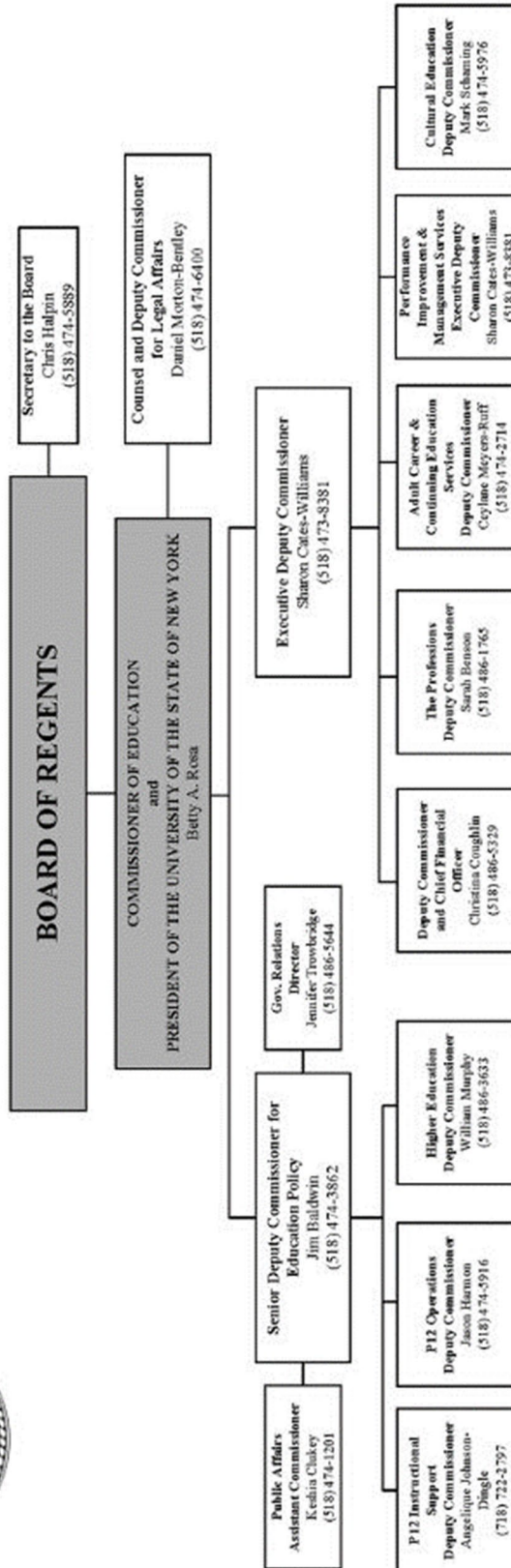
<b>FEDERAL</b>		
<b>The Honorable Joseph Biden, President of the United States</b>		
The White House Washington, DC 20500	(202) 456-1414 (202) 456-2461 Fax	<a href="mailto:president@whitehouse.gov">president@whitehouse.gov</a>
<b>The Honorable Charles Schumer, Member, U.S. Senate; Majority Leader</b>		
3040 Federal Building 100 State Street Rochester 14614 (585) 263-5866	322 Hart Senate Building Washington DC 20510 (202) 224-6542	<a href="http://www.schumer.senate.gov/contact/email-chuck">www.schumer.senate.gov/contact/email-chuck</a> <a href="mailto:senator@schumer.senate.gov">senator@schumer.senate.gov</a>
<b>The Honorable Kirsten Gillibrand, Member, U.S. Senate</b>		
4195 Federal Building 100 State Street Rochester 14614 (585) 263-6250	478 Russell Senate Office Building Washington, DC 20510 (202) 224-4451 (202) 228-0282 Fax	<a href="http://www.gillibrand.senate.gov/contact/kirsten_gillibrand@gillibrand.senate.gov">www.gillibrand.senate.gov/contact/kirsten_gillibrand@gillibrand.senate.gov</a>
<b>The Honorable Joseph Morelle, Member, 25<sup>th</sup> Congressional District</b>		
3120 Federal Building 100 State Street Rochester 14614 (585) 232-4850	1317 Longworth House Office Bldg. Washington, D.C. 20515 (202) 225-3615	<a href="https://morelle.house.gov/scheduleny25@mail.house.gov">https://morelle.house.gov/scheduleny25@mail.house.gov</a>
<b>The Honorable Claudia Tenney, Member, 24<sup>th</sup> Congressional District</b>		
Geneseo Office 128 Main Street Geneseo, NY 14454 (585) 519-4002	DC Office 2243 Rayburn House Office Bldg. Washington, DC 20515 (202) 225-5265	<a href="#">Representative Claudia Tenney   (house.gov)</a> <a href="#">Contact   Representative Claudia Tenney (house.gov)</a>
<b>STATE: Executive Branch</b>		
<b>The Honorable Kathy Hochul, Governor</b>		
The Executive Chamber, The Capitol, Albany 12224 (518) 474-8390		<a href="#">Governor Contact Form   Governor Kathy Hochul (ny.gov)</a>
<b>Conor McMahon, Office of the Governor Rochester/Finger Lakes Region</b>		
400 Andrews St, Suite 311, Rochester, NY 14604(585) 478-1333 (cell)		<a href="mailto:conor.mcmahon@exec.ny.gov">conor.mcmahon@exec.ny.gov</a>
<b>Maria Fernandez, Deputy Secretary of Education</b>		
Ossining, NY		<a href="mailto:maria.fernandez@exec.ny.gov">maria.fernandez@exec.ny.gov</a>

STATE: Legislative Branch		
NYS SENATE		
The Honorable Andrea Stewart-Cousins, Majority Leader		
LOB Room 907 Albany, NY 12247 (518) 455 2585		<a href="mailto:scousins@nysenate.gov">scousins@nysenate.gov</a>
The Honorable Robert Ortt, Minority Leader		
State Capital Building Room 315 Albany, NY 12247 (518) 455-2024		<a href="mailto:Ortt@nysenate.gov">Ortt@nysenate.gov</a>
The Honorable, Shelley Mayer, Chairman, Senate Education Committee		
LOB Room 509 Albany 12247 (518) 455-2031		<a href="mailto:smayer@nysenate.gov">smayer@nysenate.gov</a>
The Honorable, Liz Krueger Chairman, Senate Finance Committee		
172 State Street Room 416 CAP Albany, NY 12247 (518) 455-2297		<a href="mailto:lkrueger@nysenate.gov">lkrueger@nysenate.gov</a>
NYS ASSEMBLY		
The Honorable Carl E. Heastie, Speaker, NYS Assembly		
LOB Room 932 Albany 12248 (518) 455-3791		<a href="mailto:speaker@nyassembly.gov">speaker@nyassembly.gov</a>
The Honorable Crystal D. Peoples-Stokes Assembly Majority Leader		
LOB Room 926 Albany 12248 (518) 455-5005	425 Michigan Avenue Buffalo NY 14203 (710) 897-9714	<a href="mailto:PeopleC@nyassembly.gov">PeopleC@nyassembly.gov</a>
The Honorable William A. Barclay, Assembly Minority Leader		
Capital 444 Albany 12248 (518) 455-5841		<a href="mailto:BarclayW@nyassembly.gov">BarclayW@nyassembly.gov</a>



# New York State Education Department

May 2023



# NYS Board of Regents

<b>Shino Tanikawa</b>			
<b>I</b>	89 Washington Avenue Albany, 12234	(518) 474-5889	<a href="mailto:Regent.Tanikawa@nysed.gov">Regent.Tanikawa@nysed.gov</a>
<b>Vacant</b>			
<b>II</b>	89 Washington Avenue Albany, 12234		
<b>Josephine Victoria Finn; Vice Chancellor</b>			
<b>III</b>	89 Washington Avenue Albany, 12234	(518) 474-5889	<a href="mailto:Regent.Finn@nysed.gov">Regent.Finn@nysed.gov</a>
<b>Roger P. Catania</b>			
<b>IV</b>	89 Washington Avenue Albany, 12234	(518) 474-5889	<a href="mailto:Regent.Catania@nysed.gov">Regent.Catania@nysed.gov</a>
<b>Vacant</b>			
<b>V</b>	89 Washington Avenue Albany, 12234		
<b>Susan W. Mittler</b>			
<b>VI</b>	89 Washington Avenue Albany, 12234	(518) 474-5889	<a href="mailto:Regent.Mittler@nysed.gov">Regent.Mittler@nysed.gov</a>
<b>TBD</b>			
<b>VII</b>	89 Washington Avenue Albany, 12234	(518) 474-5889	<a href="mailto:Regent.Hale@nysed.gov">Regent.Hale@nysed.gov</a>
<b>Catherine Collins</b>			
<b>VIII</b>	508 Main St., Buffalo, 14202	(518) 474-5889	<a href="mailto:Regent.Collins@nysed.gov">Regent.Collins@nysed.gov</a>
<b>Dr. Frances Wills</b>			
<b>IX</b>	89 Washington Avenue Albany, 12234	(518) 474-5889	<a href="mailto:Regent.Wills@nysed.gov">Regent.Wills@nysed.gov</a>
<b>Roger Tilles</b>			
<b>X</b>	Lober Hall Room 21 Long Island University Post 720 Northern Boulevard Brookville, 11548	(516) 364-2533	<a href="mailto:Regent.Tilles@nysed.gov">Regent.Tilles@nysed.gov</a>
<b>Judith Chin</b>			
<b>XI</b>	89 Washington Avenue Albany, 12234	(518) 474-5889	<a href="mailto:Regent.Chin@nysed.gov">Regent.Chin@nysed.gov</a>
<b>Aramina Vega Ferrer</b>			
<b>XII</b>	89 Washington Avenue Albany, 12234	(518) 474-5889	<a href="mailto:Regent.Ferrer@nysed.gov">Regent.Ferrer@nysed.gov</a>
<b>Christine D. Cea</b>			
<b>XIII</b>	1050 Forest Hill Road Staten Island, 10314	(518) 474-5889	<a href="mailto:Regent.Cea@nysed.gov">Regent.Cea@nysed.gov</a>

*Continued next page*

## NYS Board of Regents Member at Large

<b>James Cottrell; At Large</b>			
<b>At Large</b>	SUNY Downstate Medical Center 450 Clarkson Avenue, Box 6 Brooklyn, 11203-2098	(718) 270-2331	<a href="mailto:Regent.Cottrell@nysed.gov">Regent.Cottrell@nysed.gov</a>
<b>Wade S. Norwood; At Large</b>			
<b>At Large</b>	74 Appleton Street Rochester 14611	(585) 436-2944	<a href="mailto:Regent.Norwood@nysed.gov">Regent.Norwood@nysed.gov</a>
<b>Luis O. Reyes; At Large</b>			
<b>At Large</b>	89 Washington Avenue Albany, 12234	(518) 474-5889	<a href="mailto:Regent.Reyes@nysed.gov">Regent.Reyes@nysed.gov</a>
<b>Lester W. Young, Jr.; Chancellor, Member at Large</b>			
<b>At Large</b>	55 Hanson Place Suite 40 Brooklyn, 11217	(718) 722-2796	<a href="mailto:Regent.Young@nysed.gov">Regent.Young@nysed.gov</a>



## NYS Regents by Region

### Updated November 2023

Member Name	Judicial District	County	Term Year Ending
Lester W. Young, Jr.	Member at Large		2025
Wade S. Norwood	Member at Large		2024
James E. Cottrell	Member at Large		2024
Luis O. Reyes	Member at Large		2026
Shino Tanikawa	1 <sup>st</sup> District	New York	2027
<b>Vacant</b>	2 <sup>nd</sup> District	Kings	2025
Josephine Victoria Finn	3 <sup>rd</sup> District	Albany, Columbia, Greene, Rensselaer, Schoharie, Sullivan, Ulster	2024
Roger P. Catania	4 <sup>th</sup> District	Clinton, Essex, Franklin, Fulton, Hamilton, Montgomery, Saratoga, Schenectady, St. Lawrence, Warren, Washington	2025
<b>Vacant</b>	5 <sup>th</sup> District	Herkimer, Jefferson, Lewis, Oneida, Onondaga, Oswego	2026
Susan W. Mittler	6 <sup>th</sup> District	Broome, Chemung, Chenango, Cortland, Delaware, Madison, Otsego, Schuyler, Tioga, Tompkins	2027
Adrian Hale	7 <sup>th</sup> District	Cayuga, Livingston, Monroe, Ontario, Seneca, Steuben, Wayne, Yates	2027
Catherine Collins	8 <sup>th</sup> District	Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Orleans, Wyoming	2025
Frances G. Wills	9 <sup>th</sup> District	Dutchess, Orange, Putnam, Rockland, Westchester	2025
Roger Tilles	10 <sup>th</sup> District	Nassau, Suffolk	2025
Judith Chin	11 <sup>th</sup> District	Queens	2028
Aramina Vega Ferrer	12 <sup>th</sup> District	Bronx	2028
Christine D. Cea	13 <sup>th</sup> District	Richmond	2024



# New York State EDUCATION DEPARTMENT

Knowledge > Skill > Opportunity

## New York State Education Department: Organization

### **Secretary to the Board**

Chris Halpin  
(518) 474-5889

### **Commissioner of Education and President of the University of the State of New York**

Betty A. Rosa

### **Counsel and Deputy Commissioner for Legal Affairs**

Daniel Morton-Bentley  
(518) 474-6400

### **Executive Deputy Commissioner**

Sharon Cates-Williams  
(518) 473-3862

### **Senior Deputy Commissioner for Education Policy (P-12 and Higher Education)**

Dr. Jeffrey A. Matteson  
(518) 474-3862

### **Public Affairs Assistant Commissioner**

Keshia Clukey  
(518) 474-1201

### **Governmental Relations Director**

Jennifer Trowbridge  
(518) 486-5644

### **P-12 Operational Support Deputy Commissioner**

Jason Harmon  
(518) 474-5916

### **Higher Education Deputy Commissioner**

William Murphy  
(518) 486-3633

### **Deputy Commissioner and Chief Financial Officer**

Christina Coughlin  
(518) 486-5329

### **The Professions Deputy Commissioner**

Sarah Benson  
(518) 486-1765

### **Adult Career and Continuing Education Services Deputy Commissioner**

Ceylane Meyers-Ruff  
(518) 474-2714

### **Performance Improvement and Management Services Executive Deputy Commissioner**

Sharon Cates-Williams  
(518) 473-8381

### **Cultural Education Deputy Commissioner**

Mark Schaming  
(518) 474-5976



## **Monroe County School Boards Association Legislative Committee Advocacy Etiquette**

**The Monroe County School Board Association advocates on behalf of all partnering public school districts in support of an equitable education for all students.**

**Association members are heavily invested in advocacy for public schools in the greater Rochester area.**

**The Legislative Committee states the following advocacy etiquette to be adhered to by all participating MCSBA members when advocating on behalf of the association.**

- MCSBA advocacy events are representative of all member districts. Attending members are expected to support the positions of the association. Personal agendas are to be left aside.
- As a nonpartisan organization, it is imperative that all members refrain from engaging in any partisan action including displaying political, controversial, or self-serving items. When advocating via online platforms, background screens must remain impartial and free of any logos.
- We will interact with an open-mind and always remain respectful and positive.
- Be prepared to share a specific story (related to the MCSBA positions) in a brief synopsis so that the legislators may carry it forward.
- When meeting with legislators, we will take note of their responses and provide follow up to their questions.
- The legislator's perception of the association is critical to our success. We are professionals representing NYS public education on behalf of all children. Our expectation is to lead with decorum, integrity, and respect for all.
- MCSBA intends to serve as a resource to legislators and their staff.
- Our actions, dialogue and decisions will reflect what is best for MCSBA.

## Suggested NYS Advocacy Activities

Education advocacy can be most effective if it meshes with legislative sessions. Many of the activities suggested below were reported by MCSBA member districts.

Month	Albany Activity	District and Member Activities
January February March	State budget is finalized: <ul style="list-style-type: none"> <li>Governor's State-of-the-State Message convenes Legislature in early January.</li> <li>Executive budget is due 1st Tuesday after session opens (February 1 in inaugural years).</li> <li>Legislature Education Committees react to the Governor's budget proposal.</li> <li>Legislature and Governor approve a budget by April 1 each year.</li> </ul>	Meet with legislators: <ul style="list-style-type: none"> <li>In their local offices on Fridays</li> <li>During MCSBA's February Legislative Breakfast</li> <li>In Albany during the MCSBA advocacy trip.</li> </ul> Write /Email (using organized campaigns): <ul style="list-style-type: none"> <li>Letters with local data on current bills</li> <li>Resolutions on key legislation/decision</li> </ul>
April May June	<ul style="list-style-type: none"> <li>Legislature resolves regulatory issues.</li> <li>Regents compare their proposal to enacted legislation and begin developing their plan, often holding hearings for input.</li> </ul>	<ul style="list-style-type: none"> <li>Meet with legislators in local offices.</li> <li>Let legislators know repercussions to your district of recent legislation.</li> <li>Plan in-school events for legislators and regents.</li> </ul>
July August September	<ul style="list-style-type: none"> <li>Legislature is usually in recess. Agencies, including the SED, submit requests to the Division of Budget.</li> <li>Regents and Commissioner hold budget discussions. SED staff develops concrete proposals.</li> <li>By September 30, agency budgets are moving through DOB, and the Executive Office has begun development of a budget proposal.</li> </ul>	<ul style="list-style-type: none"> <li>Meet locally with legislators and regents.</li> <li>Invite legislators and regents to fall events.</li> <li>Provide tours of programs and opportunities to meet students, staff, community, board.</li> <li>Take photos to share with media and officials.</li> <li>Involve officials in educational program.</li> <li>Hold Q&amp;A community reception with officials.</li> <li>Invite officials to breakfast with the board.</li> <li>Invite the media to attend some such events.</li> </ul>
October November December	<ul style="list-style-type: none"> <li>Legislature is usually in recess.</li> <li>The Executive staff and DOB begin negotiations to develop a budget that tries to meet agency needs and Governor's priorities using projected revenues.</li> <li>Regents approve their State Aid proposal for consideration by the Legislature.</li> </ul>	<ul style="list-style-type: none"> <li>Help develop MCSBA legislative positions by identifying issues at board meetings and helping a sub-committee write a position.</li> <li>Meet with other districts and shared legislators to discuss issues of mutual interest.</li> <li>Attend the December advocacy trip to meet with key legislative staff.</li> </ul>
Year-round		<ul style="list-style-type: none"> <li>Make legislation a regular board discussion item.</li> <li>Disseminate information on bills to community leaders and the media.</li> <li>Include a legislative update in district publications. Include legislators on your district's mailing list.</li> </ul>

# Advocacy Suggestions

## ***Before meeting with legislators:***

1. Know your topic(s).
  - Focus on four or fewer items each year to concentrate your efforts.
  - Keep updated on specific pending legislation and its effects on your school district. Assume the legislator knows little or nothing about your topic.
  - Be prepared to state specifically what your district is doing to reduce costs.
  - Know the current status of bills (number, sponsor) you will discuss with the legislator. Know the viewpoints of the opposition; refute them and/or defend your position.
  - Know and use the NYSSBA principles for state aid as well as MCSBA position papers.
  - Contact MAJORITY members and leaders of both houses.
2. Know your Legislator.
  - Know the legislator's positions, opinions, and accomplishments.
  - Understand that the legislator must advocate for ALL constituents to be re-elected.
  - Seek ways to make your issues fit the legislator's agenda.
3. Prepare your remarks.
  - Use bill content to introduce a topic, have the bill number available. Refer to programs or bills by name, do not use acronyms.
  - State why your issue should be a priority; develop specific supportive data. Be concise.
  - Identify an action item to request of the legislator.
  - Mail your position ahead of the meeting; develop handouts for the meeting.
  - Designate one or more speakers (for all topics to be covered during the meeting).

## ***During meetings with legislators:***

1. Introduce all members of the group to the legislator and ensure they all get a chance to speak.
2. Thank the legislator for past support (or for spending time with you if nothing else).
3. Relax; the legislator is an elected official like you. Be assertive but not confrontational. Cover all desired topics, returning the discussion to your topic as needed. Do not insult or criticize. State availability for follow up conversations.
4. When meeting with state officials, discuss the effects of state aid on your district, noting the relationship between state aid and local property taxation rates.

## ***After/between meetings with legislators:***

1. Send a follow-up letter that recaps important points and thank them again.
2. Be tenacious. Try again and again, courteously—some efforts take years to resolve. Contact legislative staff members for assistance. Contact frequently—visits, letters, phone calls.
3. Help legislators reach larger numbers of potential voters. Provide public exposure for legislators and give them public accolades for their support. As an individual, work for and support the re-election of legislators who have supported your district.

## Writing to Legislators

Be concise	Recipients won't read lengthy documents. Deal with only one issue per communication.
Be timely	Write only about important issues, early enough to affect the recipient's thinking.
Be specific, reasonable and logical	<ul style="list-style-type: none"> <li>▪ Provide facts. Refer to any legislation by sponsor name and number.</li> <li>▪ State specific effects of pending legislation on your district. Support arguments with data.</li> <li>▪ Ensure that any data are accurate. Check spelling, grammar, and punctuation.</li> </ul>
Be polite	<ul style="list-style-type: none"> <li>▪ Do not lecture, insult or attempt to intimidate. Say thank you for past support. Be sure to spell the recipient's name correctly.</li> <li>▪ Use the correct form of address, as shown below.</li> <li>▪ Refer to any personal association, such as previous work on the official's campaign.</li> </ul>
Be user friendly	<ul style="list-style-type: none"> <li>▪ Identify your topic between the inside address and greeting in a line that states: RE: Bill #xxx, sponsor name, title.</li> <li>▪ First state the issue (including relevant legislation), your position, and request for support. e.g.: I'm writing to seek your support for A999: Education Act of 1999. Please let me know how you intend to vote on this essential piece of legislation.</li> <li>▪ Include your address on the letter, using business or organization letterhead if appropriate.</li> </ul>
Be natural	Use your own language. Hand-write only if your handwriting is legible.
Be aware	<ul style="list-style-type: none"> <li>▪ Identical letters in large numbers can have a negative effect. Write to officials other than those who represent your district.</li> <li>▪ Building relationships with legislative staff members who know the issues can help your cause.</li> </ul>

## Correct Forms of Address for Various Officials

Office	Address	Greeting
U.S. President	The President The White House Washington, DC 20500	Dear Mr. President,
NYS Governor	The Honorable _____, Governor Executive Chamber, NYS Capitol Albany, NY 12224	Dear Governor _____
Federal/State Legislator	The Honorable _____, Member Governing Body (Senate/House/Assembly) Address, including room # and building name City, State, ZIP	Dear "Title" Ex. Senator, Assemblywoman, Congressman
Committee Chair	The Honorable _____, Chair Committee Name Address as for any legislator	Dear Senator/Assembly Member

# Writing to Legislators

## Sample Letters

### Be specific about pending legislation and its effect on your district.

I am writing as a (member of the Board of Education/parent/taxpayer to seek your support for Bill (# and sponsor name) which would \_\_\_\_\_.

The people of (school district/Monroe County/NYS) have been fortunate to have your help on important educational issues in the past. I am requesting your continuing efforts to secure the best education possible for the young people of our community.

### Provide data about your own school district.

The \_\_\_\_\_ Board of Education is seeking your support for a state aid plan that will provide for an annual increase in operating aid to districts like ours that have rapidly increasing student enrollments. The additional \_\_\_\_\_ students enrolled in our district this past year mean that we must purchase \_\_\_\_\_ more personal computers for a cost of \$ \_\_\_\_\_ and expand our building capacity at a cost of \$ \_\_\_\_\_. These increasing expenses make the need for additional state aid critical to our constituents, \_\_\_\_\_% of whom live on fixed incomes.

### Be polite and say thank you for previous support.

(I am/The \_\_\_\_\_ Board of Education is) seeking your support for fair and adequate funding of public education in NYS. The \_\_\_\_\_ District more than ever must depend on NYS for financial support. More than \_\_\_\_\_% of our taxpayers live on fixed incomes; \_\_\_\_\_% more have lost their jobs in recent months. We cannot continue to raise local property taxes. We are holding employee salary increases to less than \_\_\_\_\_% a year. Our only other option is to cut some of our programs. (I/We) appreciate your past support for the efforts our district is making, and hope that you will continue your support during the development of the state budget this year.

## Glossary of Legislative Terms

Aging	Time a bill must wait before it's eligible to action (three consecutive legislative days unless shortened by a message of necessity or a special report).
Appropriation	Money allocated by legislation including budget bills for specific use by various governmental departments.
Bill	Specific legislative proposal, introduces but not yet enacted into law.
Bill Memorandum	Descriptive statement accompanying each bill as it's introduced.
Budget Bill	Suggested allocation of funds for particular purposes introduced annually by the Executive Office.
Calendar	Daily list of bills, resolutions, and items for consideration by the body.
Calendar Day	Day during which the Legislature is in session, seated and considering bills—a work day as opposed to a “legislative” day.
Carryover	Legislation held active from one annual session to the next.
Caucus	Closed meeting of members of a body belonging to one political party, to decide leadership and policy, and usually binding on those who remain in attendance.
Conference	Weekly meeting by majority and minority members to discuss proposals. Concurrent (Joint) Resolution requiring action by both legislative houses.
Deficiency Budget	Amendment to budget allocation funds for unanticipated expenditures incurred from the start of the fiscal year to the start of the calendar year.
Executive Budget	Document of budgets for governmental purposes, local assistance, judiciary, legislature, debt, capital construction for the next fiscal year as introduced by the Executive Office.
Home Rule Request	Request from a municipality to the legislature; required by the NYS Constitution to pass laws affecting municipal property, affairs, or government.
Journal	Official record of proceedings (not a verbatim transcript) of each house.
Law (statute)	Bill passed by the legislature and signed by the executive or re-passed by the legislative body over the executive's veto; OR in NYS a bill the governor doesn't sign or veto within 10 days after receiving it during a legislative session.
Legislative Day	Day on which the NYS Legislature meets; whole body might not be present but is labeled as meeting for procedural purposes dealing with the aging of bills.
Majority	More than half of the voting members; usually refers to all elected members but for some purposes might refer only to those present and voting.
Message of necessity	Message from the Governor stating the need for an immediate vote on a bill, thus allowing the Legislature to shorten the 3-day aging period.
Override	Re-passage, by a 2/3 vote of both houses, of a bill vetoed by the executive.
Quorum	Majority of the members elected to the house; number who must be present before the body may begin its daily session.
Readings	Measures that alert members (through the daily calendar) to active bills; the NYS Constitution requires three readings on any bill before voting on it.
Recall from Governor	Motion enabling either house to recommit a bill to committee that has passed both houses but has not been acted upon by the Governor.
Referendum	Measure passed by the Legislature that must also be approved by the electorate in a popular vote.
Report of committee	Presentation of a bill or resolution from a committee to the daily calendar for consideration by the house as a whole.
Roll call	Vote on an issue:
FAST roll call	for noncontroversial bills, only the alphabetically first and last members and the leaders are called;
SLOW roll call	for controversial bills, individual votes are recorded.
Session adjournment	Entire working period of the legislative body, including all meetings between convening and final adjournment.
Special session	Legislative session convened by either the Governor or NYS Legislature house to consider only specifically identified issues.



Sponsor	Introducer: member who authors or helps to author a piece of legislation.
Standing committee	Permanent committee provided for in the rules of the house to consider and recommend bills assigned to it concerning a particular subject.
Starring	Placing a star on a bill; a motion that halts final action on a bill until one day after the star is removed by the sponsor or majority leader.
Stopping the clock	Stopping the hands of the official house clock; used to assure passage of legislation by a statutory or constitutional deadline.
Supplemental budget	Amendment to budget adjusting existing allocations and creating new ones; usually the last consideration of a legislative session.
Uni-bill	Bill co-sponsored by members in both houses.
Veto	Failure by the executive to enact a bill into law by returning it to the legislative body within 10 days unsigned with a veto message or not signing it within 30 days after legislative adjournment (pocket veto).

## How a Bill Becomes a Law

In a legislative house a member promotes an idea; the Bill Drafting Commission writes it in legislative language; The bill is introduced, dated, numbered, and printed.



Bill moves to relevant Standing Committee for study, discussion, and possible hearings or amendments. If approved by one committee, it may move to other committees to repeat the process if deemed appropriate.



If approved by committee, the bill is listed on the Calendar of Bills for three separate meetings of all members to consider, debate, amend, and vote.



If passed in one house, the bill goes to the other house to repeat the legislative process. If amended, the bill must be re-passed by the original house as amended.



If passed by both houses, the bill is sent to the Executive for signature or veto. The bill may be returned to, or recalled by, the legislative body.

## MCSBA Legislative Resources 2023\*

Name	Website
NYSED	<a href="http://www.nysed.gov">www.nysed.gov</a>
US DOE	<a href="http://www.ed.gov">www.ed.gov</a>
MC Legislature	<a href="http://www.monroecounty.gov/legislature">www.monroecounty.gov/legislature</a>
NYS Assembly	<a href="http://nyassembly.gov">Assembly Home   New York State Assembly (nyassembly.gov)</a>
NYS Senate	<a href="http://nysenate.gov">The New York State Senate (nysenate.gov)</a>
NYS Congressional Reps	<a href="http://ny.gov">New York State Congressional Delegation (ny.gov)</a>
NYS Board of Elections	<a href="http://boe.state.ny.us">Home Page - New York State Board of Elections</a>
NYS Board of Regents	<a href="http://nysed.gov">Home   Board of Regents (nysed.gov)</a>
NYSED Data	<a href="http://nysed.gov/data">NYSED Data Site</a>
Ballotpedia	<a href="http://ballotpedia.org">Ballotpedia</a>
NY Assoc. for Pupil Transportation	<a href="http://nyapt.org">NYAPT - Home</a>
NYS Superintendents	<a href="http://nyscos.org">Home (nyscos.org)</a>
NYS Teachers' Union	<a href="http://nysut.org">NYSUT: A Union of Professionals. www.nysut.org</a>
NY BOCES	<a href="http://nysbooces.org">Home-Page - BOCES of New York State</a>
ACT for Education	<a href="http://actforeducation.org">A Community Together (ACT) for Education (actforeducation.org)</a>
Chalkbeat – Essential Education Reporting in New York	<a href="http://chalkbeat.com/new-york">Chalkbeat New York - Chalkbeat New York</a>
The Brookings Institution	<a href="http://brookings.edu">Brookings - Quality. Independence. Impact.</a>
Economic Policy Institute	<a href="http://epi.org">Economic Policy Institute   Research and Ideas for Shared Prosperity (epi.org)</a>
Gov Track	<a href="http://govtrack.us">GovTrack.us: Tracking the U.S. Congress</a>
Politico	<a href="http://politico.com">Politics, Policy, Political News - POLITICO</a>
Legiscan	<a href="http://legiscan.com">LegiScan   Bringing People to the Process</a>

***\*Updated: November 1, 2023***