

TN PTA Urges All Members: Write to Your Legislators

In the Dec/Jan Bulletin, members of Tennessee PTA were urged to write letters to state elected officials. Letters serve to introduce you and better position you to meet with legislators at the *Students Storm the Hill* and *TN PTA Day on the Hill* events in February and April respectively.

The TN PTA Legislative Committee has provided the letter below to serve as a guide to help get you started writing to your state legislators. Feel free to use as much or as little of this template as you wish. It is important that you use your own voice and personalize the note, while also trying to keep it short and to the point. This should not be the only correspondence you have with your elected leaders in Nashville, but will help to open the door for dialogue in the future.

Find your legislators at www.capitol.tn.gov/legislators.

January 1, 2012

Comment [LA1]: Put the correct date-- Ideally send the letter once the new year begins, but before our visit on February 15th!

The Honorable John Doe
301 6th Avenue North
000 War Memorial Building
Nashville, TN 37243

Comment [LA2]: If you have a local address, feel free to use that instead. Contact information for your representatives can easily be found by doing a search at www.capitol.tn.gov/legislators.

Dear Senator/Representative Doe:

My name is [redacted] and I am a member of the Parent Teacher Association (PTA) of Tennessee. My children attend [redacted] school and public education is something that is very important to me.

Comment [LA3]: List anything else that is important to you here as well. Your personalization of this letter will make a stronger impact.

Enclosed you will find a list of the legislative priorities for the Tennessee PTA this year. Among these I feel most strongly about item # list the number and the statement that accompanies it from the 2012 TN PTA Legislative Priorities. Give a brief account of why this particular item is important to you. Keep the story short, but personal. If you have any data/statistics regarding this particular priority, include that here as well.

Members of the TN PTA will be visiting the capitol on February 15th with middle and high school students from across the state, and then again on April 18th. I hope we will have the opportunity to meet you along with others from the your district or home town delegation. If and when any of the topics described in the accompanying page present themselves in legislation this term, I hope you will not hesitate to be in touch. I appreciate your consideration of my opinions given here and thank you for your service to our community.

Comment [LA4]: If you are planning to attend these events, mention that here as well.

Sincerely,

Your Name
Your home address

Comment [LA5]: It is important to include your address, phone number and email so that the official can take you up on your offer to discuss these issues further.

Enclosure (don't forget to include a copy of the 2012 TN PTA Legislative Priorities!)