Preparing for CEC's National Legislative Conference!
May 2014

CEC is revving up for the National Legislative Conference taking place at CEC Headquarters in Arlington, VA, June 7-10th.

This month’s CAN DO provides you with the latest information and resources that will prepare you to advocate, advance, and transform public policy on Capitol Hill.

Register! Register! Register!

The most important thing to do for the conference is to register as soon as possible! Please take note of the following registration information:

1. Registration Deadline: Wednesday, May 28th

   One CAN Coordinator from each CEC state unit/division is FREE but you still must register!

   Additional CAN Coordinator(s): $125.00

   Student CAN Coordinator: $85.00

2. Discounted Hotel Accommodations Deadline: Monday, May 19th

   Be sure to take advantage discounted hotel rates secured by CEC. To reserve a room, fill out the housing form and CEC will book your accommodations.

Schedule at a Glance

We have an exciting schedule lined up with a number of invited guest speakers, including:

- Danielle Kovatch, CEC Teacher of the Year
- U.S. Senator Tom Harkin
- U.S. Senator Barbara Mikulski
- U.S. Representative George Miller
- U.S. Representative Jared Huffman
- U.S. Representative Tim Walz
- U.S. Representative Dave Reichert
- Melody Musgrove, Director, Office of Special Education Programs, U.S. Department of Education.
- Monique Chism, Director, Student Achievement and Accountability, U.S. Department of Education
• **Seth Galanter**, Principal Deputy Assistant Secretary, Office of Civil Rights, U.S. Department of Education.
• And numerous officials from the U.S. Congress, U.S. Department of Education

You can download the full Conference Schedule Packet here, in the CECCommunity library, or on the National Legislative Conference website under the "Schedule at a Glance" tab.

**Capitol Hill Day Resources**

The National Legislative Conference travels to Capitol Hill on Tuesday June 10, 2014. This is a great opportunity to enhance your relationship with legislators and to lead our conference participants to meet with their elected officials.

As CAN Coordinators, you are the leader in making appointments with your two Senators and one Representative. To coordinate with other conference attendees, once you make your Hill appointments, be sure to fill in the Capitol Hill Day Appointment Database so other conference attendees from your state can join you!

Check out these resources:

**Know Before You Go:**

- CEC Capitol Hill Day Checklist (Includes Instructions for Making Capitol Hill Appointments)
- Capitol Hill Day Appointment Database
- Issue Briefs & Making it Personal (Coming Soon)
- Capitol Hill Day Schedule
- Frequently Asked Questions

**Mapping Out Capitol Hill:**

- Capitol Hill Day Local Transportation
- Accessibility on Capitol Hill
  - 1) Capitol Hill Map
  - 2) Metro Map
- Capitol Hill App for Android/iPhone/Kindle

**Tips for a Successful Capitol Hill Meeting:**

- 5 Tips for an Effective Congressional Meeting
- Agenda for an effective meeting
- Make 10 minutes with a lawmaker count
After your meeting:

- 3 Ways to Follow Up on your Congressional Meetings
- Draft Thank You letter
- Follow up with CEC-let us know what happened during your meetings

You can also find these resources on the National Legislative Conference website under the "Capitol Hill Day Resources" tab.

We hope everyone is ready to Advocate, Advance, and Transform at CEC's National Legislative Conference!

Questions? Contact Rosie Haller-Kaplan: rosehk@cec.sped.org or 703-264-9498