



NYSSMA Joseph R. Sugar Day in Albany

How Do I Coordinate My County To Participate?



+

o

•



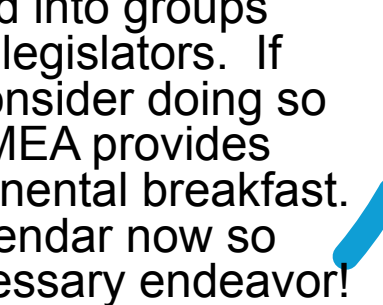
Fall

Announcement to NYSSMA Zone - Save The Date!

Example:

NYSSMA Joseph R. Sugar Day in Albany - Monday, March 3, 2025

Each year during the month of March, NYSSMA celebrates “Music in Our Schools Month” across New York State. During this time, NYSSMA arranges a day in Albany for music educators to meet with our State legislators. SCMEA works collaboratively with NYSSMA to schedule times with Suffolk County Assemblymen/Senators to discuss current issues and how they may affect music programs for students and to express our gratitude for continued support of music education. Music educators will be organized into groups and provided with talking points to discuss with the legislators. If you have never participated in this event, please consider doing so this year and if you have, please join us again! SCMEA provides transportation to and from Albany as well as a continental breakfast. NYSSMA provides lunch and dinner. Plan your calendar now so that you are able join us in this worthwhile and necessary endeavor!



Fall

Request Support to Attend From District Office

- Help superintendents understand that NYSSMA members are another educational organization advocating for our students and there is strength in numbers
 - Share your schedule of the day when available – [\(Example Here\)](#)
 - Use past talking points as examples – ([Example 1](#), [Example 2](#), [Example 3](#), [Example 4](#))
- Check the Advocacy/GRC section of the NYSSMA website for additional details



"Music is to the mind as air is to the body." -Plato.



**Suffolk County Partnership
for Music Education**

Educators
Parents
Merchants
Artists

working together to ensure
that music is part of every child's
education.



*"..without the arts, there can be no
civilization" - Aristotle*

Suffolk County Music Educators Association

Fall

Create a County Advocacy Pamphlet

[SCMEA GRC Brochure Example](#)

January

- Confirm County Member Participants
- Use Google Form to Collect Information



January

Plan your means of transportation

- Bus
 - SCMEA has traveled by bus and it has been coordinated and with NMEA in the past. (Snacks and beverages were provided)
 - Make reservations for bus early
 - Arrange location to meet
- Train
- Carpool



January

Arrange Hotel Accommodations if Necessary

- Comfort Inn Latham - Albany North
- 981 Loudon Rd, Cohoes, NY 12047
- 1-518-874-0572
- <https://www.choicehotels.com/new-york/cohoes/comfort-inn-hotels/ny541?mc=llgoxxpx>
- Usually Sunday and/or Monday
- Request NYSSMA room rate
- Example – SCMEA & NMEA meet for a Sunday dinner to prepare, SCMEA & NMEA members who remain on Monday meet for desert after the reception to debrief



January

Arrange Appointments with Legislators

- Update your senator and assembly member contact list – [\(Example\)](#)
- Locate your assembly members and senators:
 - o [New York State Assembly](#)
 - o [New York State Senate](#)



January

- Scheduling
 - Create a script before contacting schedulers
 - Coordinate with neighboring county organization if there are any shared meetings due to region overlap
 - In Suffolk County, receptionists were often familiar with us and were very welcoming.



January

- Follow up with confirmation letter and include student performances if applicable – [\(Example\)](#)
- If you have students performing with the All-State jazz groups, arrange photo ops with legislators and provide information for proclamations during the morning concert and evening reception – [\(Example\)](#)



February

Prepare informational packets for attending members.


(*Documents for the folder will be posted in the GRC section of the NYSSMA website at [Advocacy – New York State School Music Association](#))

- Your folder contents should include
 - NYSSMA Schedule of Day
 - Your Zone meeting schedule
 - Talking points/Asks (*Possibly include local ask if applicable)
 - Additional NYSSMA documents located on website
 - Zone Pamphlet

A large, solid orange circle is positioned on the left side of the slide, partially cut off by the edge.

February

Consider holding a meeting with participants to familiarize yourself with the Talking Points/Asks prior to the Day in Albany

A decorative graphic consisting of four blue, thick, curved dashes arranged in a curved path in the bottom right corner of the slide.

March

NYSSMA Joseph R. Sugar
Day in Albany

Monday, March 3, 2025

Schedule

- 8:30 AM - Arrive at the Empire State Plaza – Park in visitor parking area
- 9:00 AM-9:20 AM - Orientation Meeting - Empire State Plaza Meeting Room 6



March

NYSSMA Joseph R. Sugar
Day in Albany

Monday, March 3, 2025

- 9:30 AM-11:30 AM - Visits with Legislators (*Remind the legislators of the 11:30 AM concert in the South Gallery of the Empire State Plaza and the evening reception in Meeting Room 6 at 5:00 PM. Let each legislator know if any student constituents are performing and invite them to have a photo taken during the evening reception.)



March

NYSSMA Joseph R. Sugar
Day in Albany

Monday, March 3, 2025

- 11:30 AM - All-State Instrumental and Vocal Jazz Ensembles Concert, Empire State Plaza South Concourse
- 1:00 PM-2:00 PM - Lunch provided by NYSSMA, Meeting Room 6
- 2:00 PM-3:00 PM - NYSCAME meeting in Meeting Room 7 (*Behind the Egg)



March

NYSSMA Joseph R. Sugar
Day in Albany

Monday, March 3, 2025

- 2:00 PM-5:00 PM – Continued Visits with Legislators
- 3:00 PM-5:00 PM - County Presidents' Meeting, Meeting Room 7 (*Behind the Egg)



March

NYSSMA Joseph R. Sugar
Day in Albany

Monday, March 3, 2025

- 5:00 PM-7:00 PM - All-State Instrumental and Vocal Jazz Ensembles Concert and Reception, Empire State Plaza Meeting Room 6, Dinner provided by NYSSMA



March

ALAN ORLOFF'S TEN TIPS

HOW TO VISIT WITH YOUR LEGISLATOR

1. DO YOUR HOMEWORK

Get to know your legislators before meeting. Locate their biographies, background, interests, and voting records. Know what committees they sit on and what bills they sponsor. Preparation leads to success.

2. MAKE AN APPOINTMENT

Legislators keep busy schedules. It is important to have an appointment and to be on time for the appointment. Despite best efforts, legislators often assign their staff to constituent meetings. Don't be frustrated. (see # 8)

3. FOCUS

Your appointment may be short, so clearly address the issues at hand. Sell the "big picture" and demonstrate how your issues impact the whole community. Provide background materials to refresh the legislator, inform staff and cover details.



March

ALAN ORLOFF'S TEN TIPS

HOW TO VISIT WITH YOUR LEGISLATOR

4. BE POLITE

Be reasonable and respectful. Remember that you are a diplomat for your concerns. Open antagonism and frustration can jeopardize long-term relationships.

5. BE ACCURATE

Credibility is key if you want to be taken seriously. If you don't know the answer to a question, don't guess. Let the legislator know you will provide the missing information later.

6. MAKE A PERSONAL CONNECTION

Use your firsthand knowledge. Parents, teachers, laborers all bring invaluable experience.

Look for opportunities to connect with the legislator, such as a similar upbringing, shared interests, mutual school, common friends.

March

ALAN ORLOFF'S TEN TIPS

HOW TO VISIT WITH YOUR LEGISLATOR

7. SEEK AN ANSWER

Politely ask your legislator for his/her position on the issue. If you are in agreement, discuss ways you can both forward the issue. If you disagree, seek opportunities to address his/her concerns.

8. DON'T UNDERESTIMATE STAFF

Legislators trust their staff to filter information, provide sound advice and handle many concerns. Staff are invaluable resources because of their proximity to the legislator. Do not underestimate their role.

9. FOLLOW-UP ([Example Here](#))

Always send a letter of thanks to your legislator. Use this as an opportunity to restate your positions and seek common ground. Thank the individual for any support and give a gentle reminder of any commitments that were made.

March

ALAN ORLOFF'S TEN TIPS

HOW TO VISIT WITH YOUR LEGISLATOR

10. REPEAT 1-9

Your initial meeting is only the beginning. If legislators never hear from you again, they may lose sight of your views. Continue to provide them with information and insight. Staying involved is the surest way to make your voice heard.

Contact



Michael Mastrangelo

NYSSMA Advocacy/Government Relations
Committee Chairperson

grc@nyssma.org

