



# *Michigan Association of Christian Schools*

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MEMO TO:               MACS Schools with Tenth through Twelfth Grade Civics or US Government classes

FROM:                   Tim Schmig

SUBJECT:               MACS High School Civics Day

MACS is again sponsoring an excellent educational opportunity when high school Sophomores through Seniors can come to Lansing for a hands-on educational experience.

The purpose of the High School Civics Day includes the following elements:

1. Your students actually meeting with their Representative and/or Senator.
2. Students observing a Committee meeting of legislators as they work on "marking up" a bill.
3. Watching the House of Representatives conduct their business on the House floor.
4. Watching the Senate conduct their business on the Senate floor.

NOTE: While we hope to include all six of the above, the schedule of the legislature and other government bodies is *very unpredictable*. Additionally, we are guests at the Capitol. We cannot guarantee a schedule or program.

Tim Schmig will personally guide the students through this educational experience with the help of some of our Government and Civics teachers. The number involved on any given occasion might be limited to ensure personal attention and good education.

Students must register in advance. Registrations are received on a first-come, first-served basis. MACS reserves the right to cancel the day if there are insufficient students registered for the day.

Please note the following particulars:

1. Schedule. A typical schedule will have us starting at 9:30 and finishing by 2:30. I will meet your group in the rotunda at 9:30 unless because of travel arrangements you schedule to meet us at a later time. If you are not acquainted with the Capitol building, there is a reception desk immediately inside the front door at the rotunda.

2. Capitol Security. Security at the Capitol has greatly increased. You will need to allow extra time for all persons from your school (including students, chaperones, and any others who may be with you) to go through the security scanners in order to enter the building. The procedure can be similar to airport security. Bring only items you will need for the day. Leave pocketknives, scissors, and other such items at home or in your vehicle.

***If a person leaves the Capitol or House Office Building and then returns, he will be expected to go through the security checkpoint again.***

3. Lunch. Your students may either bring a light bag lunch or buy their lunch at the House Office Building (corner of Capitol & Ottawa) snack shop. If "brown bagging it," all of your students should put their lunch bags in one box for two reasons: (a) so every last person doesn't have to carry his; (b) to assist in the process of going through any security scanners. You could arrange to leave that box in either your Senator's or Representative's office until you need it.

Also, we may need to stagger our lunch. Chances are, we will not be staying together during the entire time; e.g., part of each school's delegation may be observing the House of Representatives, while another part of each school's delegation may be watching a committee in action.

4. Proper Shoes. Every person **MUST** wear good walking shoes. We will be walking a lot of stairs and hard flooring surfaces. High heels are **not** suggested.

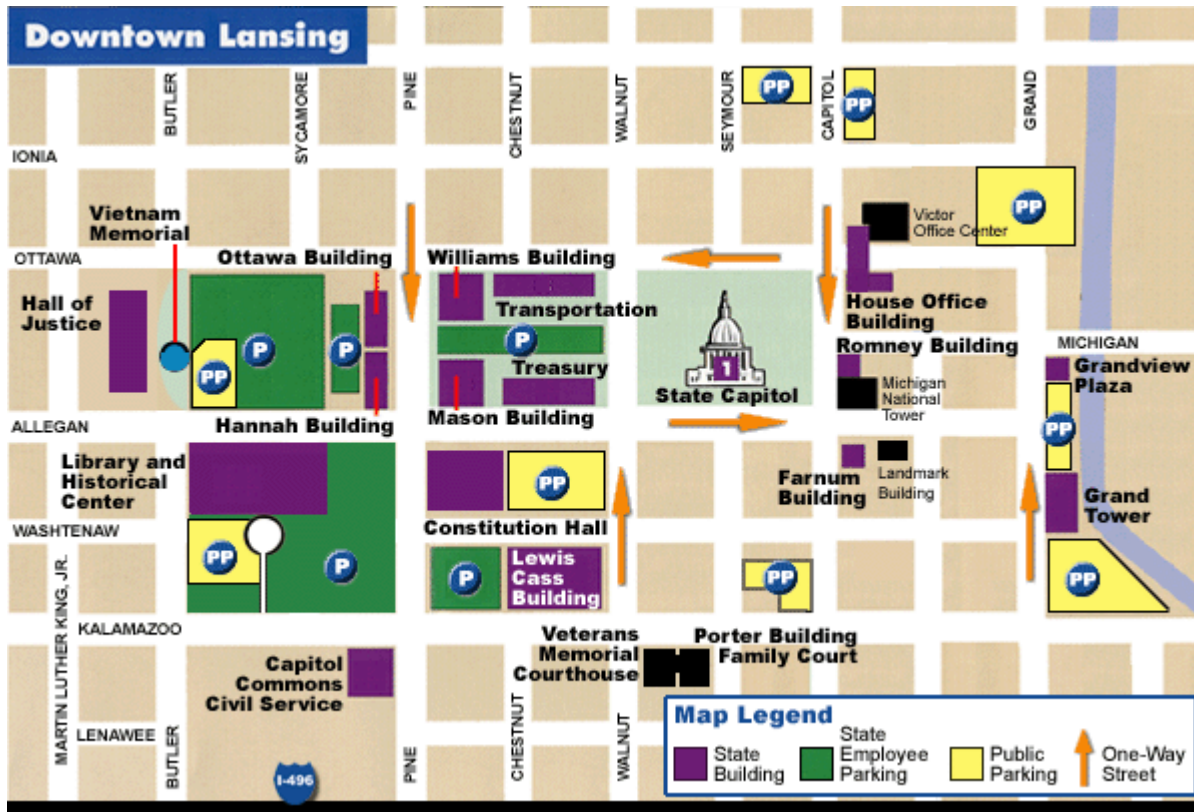
5. Modesty. Young ladies, modesty is always in fashion.

6. General Attire. ***All participants are expected to look sharp and act in a mature manner.*** Fellows should wear dress slacks with a dress shirt and dress tie. (A good rule of thumb is to dress as would be appropriate if you were to be called upon to address the legislative body.) Suit or sports jackets would be appropriate. Girls should be in comparable attire. *Sneakers or athletic wear is not appropriate for anyone.* We are representing Christian education, and it should show in our outward appearance.

Please note that oftentimes the Capitol building is warm, so be careful not to dress too warmly.

7. Accountability. To encourage the students to pay careful attention, it is suggested that you have some type of student accountability for the materials seen and heard (either a test, report, quiz, or something).

8. Parking. Parking in Lansing is according to this map. Busses park on Walnut St. between Ottawa and Allegan. Street parking with strictly monitored two-hour and four-hour meters. Contact your Senator or Representative for his suggestions on parking.



9. Legislative Appointments. You should make your own contacts for appointments with your Senators or Representatives. If you have students in multiple districts you can locate their Representative or Senator at [www.michiganvotes.org](http://www.michiganvotes.org) I will make our plans for the day flexible enough to allow for your appointments.

All of this information is located at our home page [www.macshome.org](http://www.macshome.org) Please feel free to contact me if there is anything I can do for you.

Respectfully,

Tim Schmig  
Executive Director Michigan Association of Christian Schools

# MACS CIVICS DAY REGISTRATION 2011

Place a checkmark beside the date you wish your school to participate in this year's Civics Days. Plan to come to Lansing on your preferred date, unless you are notified otherwise.

Date	Scheduled Time of Appointment	Scheduled Appointments (Person and Office #)
___ Tuesday, April 19	_____	_____
___	_____	_____
___	_____	_____
___	_____	_____
___ Wednesday, April 20	_____	_____
___	_____	_____
___	_____	_____

◆ **NOTES:** (1) Any given day may need to be canceled if legislative actions "tie up" schedule or if there are insufficient students registered for the day.

(2) Tuesdays are usually by far the best day to visit the Capitol to learn about the legislative experiences. While in session on Thursdays, there is typically little public legislative action.

(3) If both of the above dates are completely unworkable for your school schedule, please contact Tim Schmig 810-513-3680 for a possible alternate date. Neither the House nor the Senate is scheduled in session on Fridays. Some days the buildings are packed with lobbyists, tourists and elementary students.

(4) The listed dates avoid the weeks and days when the House and Senate are not in session.

Name of School \_\_\_\_\_

City \_\_\_\_\_ Contact Person \_\_\_\_\_

Names/Positions of Adult Leaders/Chaperones \_\_\_\_\_

***I need to have this returned to me by fax (810) 658-0087 by April 10, 2011 to help co-ordinate the schedule with committee meetings and legislative officials.***

**PLEASE RETAIN A COPY OF THIS FORM AS A REMINDER OF YOUR SCHEDULED DATE.**