MONTHLY MEETING PLANNING

DATE OF MEETING: September/October

LOCATION OF MEETING:

CIVIC COACH/FACULTY MEMBER SUPERVISING MEETING:

MEETING PURPOSE: Bill Writing Workshop

ROLES OF OFFICERS
- PRESIDE: President
- PROGRAM: VPO
- DOCUMENT:

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AGENDA
Opening Procedure (in President’s Handbook) and Adoption of the Agenda
Announcements and Action Items
Bill Writing Workshop
Closing Procedure
Adjournment

PROGRAM:
Bill Writing Workshop
- Projector should be set with “There Should Be a Law” Game from CCE
  - Walk through game together, led by presiding officer
- Allow students to begin researching topics for their JYA/YA bill
- After 30 minutes, guide students through the parts of a bill on Bill submission site and allow them to begin drafting bills
  - Remind students that they should only submit bills once, so bills should be drafted outside of the submission portal
  - Things to Consider:
    - What are the terms of enactment?
    - What are the terms to be defined?
    - How will this bill be funded?

MARKETING PLAN
BEFORE (TO CLUB MEMBERS)
- Make morning announcement, post on social media
- Add to club calendar
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AFTER (TO MEDIA, SOCIAL MEDIA, SCHOOL, ETC.)
- Post “About My Bill” Breakdowns on social media
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