

# Visiting the State Capitol During Legislative Session



If you or your class at school plans to visit the Capitol this winter during the annual legislative session, here are some suggestions to make your visit more educational and fun:



## PLAN YOUR VISIT

Review the legislative schedule for the day of your visit. Use the Legislative Research Council web site to review what will be taking place during the time you spend at the Capitol: [www.sdlegislature.gov](http://www.sdlegislature.gov). To find committee agendas, click on "Current Legislative Session" and then on "Chamber or Committee". From there, you can select the committee of interest to you. Click on "Detail" to see where the committee meets and when. Click on "Agenda" to find the list of bills that will be heard at a particular meeting. Agendas are generally posted 48 hours in advance of the meeting.

Most committee meetings begin two hours. The Senators and chambers at 2 p.m. each brings you to the Capitol in the and then choose either "Senate" calendar will display the bills that that afternoon. Calendars are only previous day's session so you will to Pierre.



Legislative committees meet in the mornings. at either 7:45 a.m. or 10:00 a.m. and last for Representatives convene in their respective afternoon for their daily sessions. If your visit afternoon, click on "Chamber or Committee" or "House" and click on "Calendar". The will be heard in that particular chamber on posted one day in advance, following the need to look at that the night before you come

Let your local legislators know that you are coming. Legislators like to know when people from their districts are coming to the Capitol for a visit. If it is at all possible, they want to greet you; give them a chance to do so. They can be reached by letter or by e-mail or you can call the House lobby or the Senate lobby and leave a message for them.

## KNOW WHAT TO EXPECT

Visitors will enter through the north doors and time should be allowed for passing through the security checkpoint. The Capitol is a busy place during legislative sessions. Parking is at a premium. There is a large parking area on the north side of the Capitol, but it fills up quickly. You are likely to end up parking along one of the side streets and walking a few blocks to the Capitol. The halls are often congested. If you arrive in a large group, try not to block hallways, doorways, or stairways; always leave a path for legislators and others who must get past you.





*Inside the Capitol.* The Legislature does its work on the third and fourth floors of the Capitol. Most of the committee rooms and the chamber galleries are located



on fourth floor. The House and Senate chambers and the Legislative Research Council office are located on the third floor. Several stairways and elevators are available for your use. If you enter the Capitol through the north entrance, stop at the Capitol Security office just to the left after you enter the door. There, you

can find a map of the building and other information. The Governor's Office is located in the west wing of the second floor, and the Supreme Court occupies the east wing of the second floor. There is a café in the basement of the Capitol that serves breakfast and lunch items along with pop and snacks.

*Maintain proper decorum.* Be quiet and respectful in the hallways, committee rooms, and in the galleries of the chambers. Loud talking, hand clapping, and disturbing those busy at work in other ways are not appropriate behaviors. Cell phones should be on silent at all times and no food or drink is allowed.

*Fridays are not generally the best days to visit.* Unless your visit includes only spending time here in the morning, Fridays are not the best days to come. Often, the legislators will conclude their work a bit early on that day to allow them to travel to their homes for the weekend. Thus, you might be disappointed if you come here on a Friday afternoon and find out that the legislators have concluded their work and gone home for the weekend.

### **Further Information**

If you need further information about visiting the Capitol, you may call the Legislative Research Council office in Pierre at (605) 773-3251. You can also contact the local legislators in your area.

