



## **SAMPLE LETTER TO SCHOOL BOARD MEMBERS AND SUPERINTENDENT**

You and your local leadership can use this letter to contact your School Board and Superintendent. This letter will allow you to go on record regarding your local's desire to be included in the local funding decision process and to communicate your district's funding priorities from the members' standpoint. Download the letter and edit it as you need to! You can also reach out to your MAE UniServ Director for additional information and support.

Dear (City/County) School Board Members and [School District Superintendent/Administrator],

I hope this email finds you doing well. Thank you again for the important work you do in making our school district a great place for all students and educators. As a concerned educator and (Local Leader/Member/Supporter of [Association Name]), I am writing to request that we work collaboratively to identify the areas of need that will have the most student impact for the additional \$100 million funding that has been approved by the Mississippi Legislature.

Thanks to the collective voice of thousands of educators including our [Local Association] and the Mississippi Association of Educators, the Mississippi Legislature has approved an additional \$100 million to fund schools. Based on the 2022-23 student enrollment data provided by the Mississippi Department of Education (MDE), the extra \$100 million translates to approximately \$227 per student. This funding can go a long way in providing quality education to our students. As such, I formally request that our School Board, Superintendent, and our Association work together to determine the allocation of the additional funding in the areas such as:

- Investing in instructional materials and updated technology to enhance hands-on learning experiences.
- Upkeeping and repairing classrooms, schools, and facilities to provide a safe and conducive learning environment.
- Allocating additional funding for school programs like art and music education, vocational education, and gifted/special education to promote student creativity and skill development.
- Ensuring resources are available to maintain and purchase school buses, and meet other transportation needs to ensure students can get to and from school safely.
- Supporting high-quality educator recruitment and retention through educator pay and benefits to attract and retain top talent in the education sector.

I understand that allocating this funding may present challenges, but as educators and administrators, we have a responsibility to prioritize the educational and developmental needs of our students. Therefore, it is essential to ensure that this funding is collaboratively invested in enhancing the educational experience of our students.

We will be able to provide meaningful information collected from local educators to help guide our district's plan for utilizing these funds. Thank you for your time and consideration. I am excited to work together with you to provide the best possible education for our students.

Sincerely,

[YOUR NAME]