



Education Consumers Foundation

Sample Letter to Your School Board

Concerned parents and citizens may consider working from the sample letter below when writing to their school boards. Text in red should be customized according to your local specifics. Feel free to expand, modify, or simply write your own letter.

Anytown Board of Education
355 Elm Street
Anytown, USA

March 1, 2013

Dear School Board Members,

For some years, I have been concerned about how much some of our Anytown kids are getting out of school. Some that I have met seem very weak in basic skills. Now I am wondering if there is a systemic problem.

According to a website that reports State Department of Education data (www.education-consumers.org/national.htm), only 79% of 3rd graders in Towne Center Elementary have mastered reading and only 30% at Mountain Road Elementary. District wide, only 50% are proficient.

These are children who have been in school for 4 years. They will have to struggle with reading for the remainder of their educational careers.

Does the district have a program or plan to do a better job of at teaching these kids to read?

Attached is a chart that I made from the above-noted website. It shows a number of schools in Anystate that have equally high poverty students but much better 3rd grade reading scores.

Please verify this information for yourself, but I would like to know if this issue has come to the board's attention and whether any results have been obtained.

I am aware that the Anytown Public Schools have many strengths, but such a large number of students failing to master an essential skill might be like an anchor that pulls down the quality of the whole system.

I know that the Board encourages community engagement, so would you please include a copy of my letter and the Board's response in the minutes of your next meeting.

Sincerely,

Joe Q. Public
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