The following can be personalized for individual community groups and service clubs on your district letterhead. Localize by adding information about your school board members, details of how they will be honored during March and examples of ways your board has improved education for the students in your district.

Dear \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_:

I am excited to report that March 2021 is Board of Education Member Appreciation Month and we are planning a number of activities to honor our (number) school board members. Would (name of group) be interested in joining us?

A couple of events we are planning are: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If you are interested, I have some suggestions for things you might do to honor the Board of Education. You might:

• Sponsor a public service announcement;

• Invite board members to your March meeting to recognize them;

• Feature the Board of Education in your March newsletter;

• Sponsor a newspaper advertisement thanking the Board of Education for its dedication and service;

• Host a fun event for Board of Education Members and their families;

• Sponsor an appreciation banner to be hung across a major street or highway;

• Sponsor signs to be distributed to Board of Education Members to display outside their businesses or homes;

• Send each Board of Education Member a certificate for a free cup of special coffee from a local, popular coffee shop. Accompany it with a note that says, “You deserve a break!”

 Please call me at (xxx) xxx-xxxx. We can discuss this idea further.

Thank you so very much for your support in this much-deserved recognition of our Board of Education.

Sincerely,