Dear Members of the School Board and Superintendent,

I am writing to volunteer to serve on any school board committee or working group that will develop student discipline policies before the 2019-2019 school year. I am a [parent, community member] who cares about the success of all students in the district.

In July 2018, the Office of Superintendent of Public Instruction adopted new rules for student discipline. Under the new rules, every school district must adopt written policies and procedures for “supporting students in meeting behavioral expectations and administering discipline” before the commencement of the 2019-2020 school year. OSPI also set forth a number of requirements for the policies, and directed school districts to develop the policies “with the participation of school personnel, students, parents, families, and the community.” WAC 392-400-110.

I would like to participate in the process to develop the district’s policies. Please call me at [phone number] or email me at [address] to discuss this opportunity.

Sincerely,

[Name]