Dear [DISTRICT ADMINISTRATORS/SCHOOL BOARD MEMBER/S]:

I am writing to request that [NAME OF DISTRICT] recognize **November 9-13, 2020 as National School Psychology Week**. In doing so, our district will join with others across the country in making a commitment to help our students and staff celebrate the week’s theme—**Power of Possibility**. Throughout the week, schools across the country will be taking part in events and activities designed to highlight how school psychologists, teachers, and other school personnel work with students to help explore the power of possibility.

As you know, the [# of] school psychologists in our district provide a range of services to support students’ academic achievement and social–emotional well-being. These include various services across the 10 domains that make up our professional practices model, such as working with families to identify and address learning and behavioral difficulties. We work with students and their families to support their social, emotional and behavioral health. We work with teachers to help identify barriers to student learning, and help develop academic, social/emotional, and behavioral interventions. Working with teachers and our multidisciplinary team, we help monitor progress and fidelity implementation of interventions. We work with a multidisciplinary team to obtain students’ present levels of performance and we analyze evaluation information and data to assist a team in consideration of a referral and to determine eligibility for special education services. We work with our teams to organize and facilitate regularly scheduled meetings to monitor, organize, and plan for upcoming evaluations to meet legal timelines. We work with administrators to analyze school-wide data related to the Multi-Tiered System of Supports (MTSS) for both academic and behavioral skills. Together we also work to provide and support evidence-based strategies for effective crisis response. We are fully committed to working with you and the rest of the [SCHOOL/DISTRICT]’s staff to continue to energize and empower our students on a daily basis.

The theme for National School Psychology Week this year is “Power of Possibility.” This aims to inspire all members of the school community to find their own strengths and positive attributes. As such, throughout the week, We hope to coordinate activities and distribute materials to spotlight the many ways, large and small, that our students and school staff are already finding the power of possibility everyday.

OPTIONAL SECTION In our district, [DESCRIBE PROGRAMS, SERVICES OR CURRENT CHALLENGES

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You can see materials being distributed for this week’s celebration of School Psychology at [www.wsasp.org/NSPW2020](http://www.wsasp.org/NSPW2020) .

As with all school-based professionals, we are most effective in our work through collaboration with other school staff, families, and members of the community. National School Psychology Week is part of an ongoing effort to improve collaboration and foster the common elements of a thriving school community in [NAME OF DISTRICT] to help all students grow and succeed.

Please let me know if you have any questions or if I can provide any further information. Thank you for your support of your staff and quality school psychological services.

Sincerely,

YOUR SIGNATURE