

English Version

Dear (insert principal name):

I recently visited ColoradoSchoolGrades.com and learned that our school earned a (insert school grade here). As a (pick one or both: community member /parent) of (insert number of children) in grades (insert grades), I'd like to learn more about (insert school name here) improvement plan and what I can do to support you in your efforts to make sure our school is doing everything possible for all students to succeed.

What are the major strategies and actions steps of the school improvement plan? What is working and what are the areas that seem to need more focus? As a (pick one or both: community member /parent), how can I be most useful to support you in your efforts? I am willing to (pick any that apply: support my child at home, volunteer in classrooms, help with before or after school programs, or join the school accountability committee).

Please contact me with more information about your plan to improve our school and let me know how I can contribute. I look forward to hearing from you. Thank you in advance for your time.

Sincerely,

Your name

Your address

Your preferred phone number

*You should expect to receive a response within 7 days. If you do not, be sure to follow-up.

Spanish Version Below