

ATTACHMENT B:
PRINCIPAL AND SCHOOL DISTRICT SUPERINTENDENT
LETTER OF SUPPORT

This page is intentionally left blank

[Contact - Prefix] [Contact - First Name] [Contact – Last Name]
[Contact - Title]
[District Name]
[District Address 1]
[District Address 2]
[City], [State] [ZIP]

Dear [Contact - Prefix] [Contact– Last Name]:

My name is _____ and I am contacting you from the State Arts Agency that serves schools in your region and on behalf of the National Endowment of the Arts (NEA). I wanted to alert you that we have recommended [insert school name] to participate in a research study about how Poetry Out Loud (POL) is implemented in your school. We have high hopes for this study since it is an opportunity to examine how POL programming benefits youth, how it enriches the English Language Arts curriculum, and affords opportunities for teachers to expand their knowledge base in teaching poetry. Moreover, the results will yield important information about how POL is implemented across schools providing opportunities to learn more about effective POL programmatic practices.

This study, commissioned by the NEA, is primarily focused on understanding the effect of POL on student engagement, academic achievement, and social-emotional outcomes and will examine the variety of factors involved in the successful implementation of the program. A total of 10 schools across the U.S. will be selected to take part of the study, and we hope yours is one of them.

To conduct the data collection and research activities for the study, the NEA has contracted with Social Policy Research. The study will be comprised of three main research activities: (1) pre and post online student surveys of POL participants and non-POL participant; (2) site visits to conduct interviews and focus groups with students, teachers, and administrators; and (3) the provision of de-identified student level data. For additional details about the study please see the enclosed one-page summary.

To continue this selection process, a research team member from SPR will be contacting you in the coming weeks. We expect research activities will begin in the Fall of 2018 and take place throughout the 2018-2019 school year. We sincerely hope that you will consider the possibility of [insert school name]'s participation in this study. If you have any questions about the study, please contact Melissa Mack at (510) 788-2478] or [melissa_mack@spra.com].

Sincerely,
[insert name]