(Date)

Dear (School Administrator),

As a School Administrator, you are certainly feeling budget pressures and are wondering how best to make use of the limited dollars you are allocated each year. Please allow me to suggest that School Social Work is a good use of those limited dollars.

School Social Workers can do many things in your building. Not only are professional School Social Workers skilled at micro-level work, such as identifying disabilities and helping improve students emotional regulation, social skills, and daily interactions with others during one on one sessions or group settings. School Social Workers are also trained at macro-level work and are able to help examine critical issues building-wide, such as developing Multi-Tiered Systems of Support, Positive Behavioral Supports, and crisis intervention plans. Professional School Social Workers can help you maintain compliance with laws such as 504, IDEA, and McKinney-Vento. They can help you increase academic success by addressing student motivation and/or by helping you identify and address instructional weaknesses within your building. They are trained in key areas of cultural competency and parental involvement.

A professional School Social worker is a helpful partnership in these economic times. If you already have a School Social Worker, please remember to recognize their contributions to your building during School Social Work Week, the first week of March. If you haven’t had the opportunity to work with a School Social Worker yet, please consider what someone in this profession can do to improve your school. If you have any questions about how your school could benefit from a School Social Worker, please contact me via email at {email}.

Sincerely,   
  
{Name w/ Credentials}