



Advancing Parent Professional Leadership in Education (A.P.P.L.E)

[Sample District Letter of Commitment]

Pam Nourse, Executive Director
Federation for Children with Special Needs
The Schrafft Center
529 Main Street, Suite 1M3
Boston, MA 02129

Dear Ms. Nourse:

Our school district looks forward to participating in the Federation's A.P.P.L.E. Institute to be held on (Thurs.-Fri.) May 14 and 15, 2020. We have reviewed the A.P.P.L.E. application materials and endorse the Institute's goal to enhance parent involvement and parent-district partnerships through special education parent advisory councils (SEPACs).

We understand that, in collaboration with the SEPAC, our district will recruit a team of at least three aspiring parent leaders whose children have IEPs, as well as one Administrator of Special Education, to attend the A.P.P.L.E. Institute in Framingham, Massachusetts. We will work to include parents from diverse backgrounds in the team. Each of our team members will attend the A.P.P.L.E. Institute on both days.

The A.P.P.L.E. Institute will provide the setting and facilitators. Travel reimbursement and any overnight accommodation (if desired) will be provided by our school district or SEPAC.

We are committed to implementing an action plan for the SEPAC, within 6 – 9 months after completion of the Institute. This action plan will encourage parent leadership skills and foster productive and collaborative working relationships between parents whose children have IEPs and school professionals in our district.

We believe that access to opportunities afforded by the A.P.P.L.E. Institute has the potential to make a significant positive impact on parent/professional relationships in our district. Again, our school district looks forward to participating.

Sincerely,

Signature of Superintendent
(name, position, school district)