

# CHARTER SCHOOLS WEEK 2022

**MY NAME & GRADE  
(OR "PARENT")** \_\_\_\_\_

**MY SCHOOL:** \_\_\_\_\_

**WHY I ♥ MY SCHOOL:**

# #CHARTERSLEAD LETTERS: INSTRUCTIONS FOR PRINT VERSION

Hand-written letters are a great way to connect with your local legislators, and our plan is to gather as many letters from charter students, parents and educators as we can - then deliver them to the offices (or to the inboxes) of as many lawmakers as possible. These letters should be personal, and should help your lawmaker get a sense of why your school is so important to your community. Follow these quick instructions to participate!

## 1 - DOWNLOAD & PRINT YOUR TEMPLATE

Educators are encouraged to complete their own letter to lawmakers by following this link. Older students can also complete a fillable form by following this link. The downloadable print version is designed for younger students who can hand-write their letters. Once downloaded, simply print as many copies as desired, and distribute to participating students.

## 2 - HAND-WRITE YOUR LETTER

Students of ALL ages are encouraged to participate! They can write a few sentences, include a drawing, use bright colors, etc. - just make sure they share one reason why they love their school!

## 3 - SEND YOUR LETTER(S) TO MAPSA!

Once students have completed their letters, scan them and send the PDFs to MAPSA using WeTransfer. This free online file transfer platform enables you to attach many PDFs all at once. Follow these quick instructions:

1. Visit [wetransfer.com](https://wetransfer.com). Drag and drop any PDF letters where it says "Upload files." You can add many files all at once, but you may encounter a file limit - in this case simply do more than one transfer.
2. In the "Email to" field, enter [gnoyola@charterschools.org](mailto:gnoyola@charterschools.org)
3. In the "Your email" field, include your email address.
4. In the "Title" field, please type "CSW22 letters submission"
5. IMPORTANT - In the message field, include your school name and the grade/ages of the students who completed the letters.