**Activities and Tips Sheet**

Here’s a list of special activities you might wish to plan for your local school board members.

1) Reach out to everyone in your community—clergy, business partners, civic organizations and other elected officials.

2) Plan gifts and special presentations at the January board meeting.

3) Involve the media.

**1) Reach out to everyone in your community:**

 Plan a special reception at the January board meeting. Invite students and community members, as well as the media, city council members, Jaycees, Rotary, etc.

 Ask local restaurants and grocery stores to help host the event.

 Promote the event at all sporting and school events.

 Hang invitations to the January board meeting (event) in bowling alleys, fitness clubs, malls, grocery stores, public buildings, church lobbies, restaurants, children’s play areas — anywhere you can reach a cross-section of your community.

 Place messages on school marquees.

 Seek endorsement and recognition of the school board from the chamber of commerce. The chamber is a leader in economic development and knows the value of a strong education system in attracting new industry and providing educated, skilled employees.

 Encourage the city council, local chamber of commerce or PTA to pass a local “School Board Recognition” proclamation.

 Invite legislators to attend a reception and “say a few words” in appreciation.

 Publish a brochure with photographs of board members outlining their background, years of service, committee assignments, accomplishments, etc. for distribution at civic meetings.

 Ask your community’s civic and business clubs (Lions, Rotary, Kiwanis, Jaycees, Chamber of Commerce) to host your board at a breakfast or lunch.

 Arrange a speaking engagement at a local service or civic club to explain the school board’s role and how public education is governed.

 Ask the PTA or students to place a “thank you” ad in the local newspaper.

 Invite community members to serve on event planning committees.

 Ask schools to “adopt a board member” and sponsor events for the adoptee throughout the month or year.

 Ask faith organizations to put an announcement in their bulletins, newsletters, etc. and to send a news release.

 Use your district’s social media to show appreciation and share information about how board members serve your district.

**2) Plan gifts and special presentations at the January board meeting:**

 Ask the superintendent to present to each board member a certificate of appreciation. As a service to our members, personalized certificates may be requested from the OSSBA by completing the form at [www.ossba.org/recognition2021](https://www.ossba.org/recognition-certificate-request-form/)

 Invite board members to lunch. Have them sit with teachers or a student group.

 Present board members with a free pass to school activities occurring throughout the month of January.

 Hang a “School Board Recognition Month” banner and/or poster in public places.

 Ask elementary children or high school graphic design students to color and decorate “School Board Recognition Month” posters for downtown store windows.

 Every day for the first week of January, e-mail an inspirational education-related quote, using the enclosed education quotes.

 Introduce a student and a staff member from each grade or department who represents a different culture in your community.

 Ask staff to say a few words on behalf of their work group–teachers, cooks, bus drivers, school secretaries, etc.

 Ask student athletic team captains to invite board members to “toss the first ball” or “blow the first whistle” at a home sporting event or to kick off a competitive academic event.

 Hold student contests to design a recognition month logo or flag.

 Decorate entrances to school buildings.

 Hang student drawings or self-portraits in the boardroom.

 Ask students to write hand written notes of appreciation.

 Feature student entertainment at the board meeting.

 Ask each school in your district to be responsible for doing something special for one of your board members.

 Donate a book or set of books to the school library, dedicated to the board, and include board members’ names and dates of service on a recognition label within each book.

 Plan for a school board commendation at a staff in-service meeting or meeting of school and district administrators.

 Hold mock school board meetings and elections in high school government and speech/debate classes. Invite board members.

 Give special recognition to school board members with lengthy service records.

**3) Involve the media:**

 Send a press release on School Board Recognition Month (sample enclosed).

 Send a letter to the editor (sample enclosed).

 Ask a student or the school webmaster to design a School Board Recognition Month ad for your district’s web page.

 Encourage your local news media (newspapers, radio stations and television stations) to interview school board members.

 Provide media representatives with information about what the board does, the major decisions facing your board, important actions the board has taken and the tremendous amount of time each board member devotes to your public schools.

 Schools with access to a district cable TV channel can use their time to conduct interviews with school board members and have informal talks on board service. Utilize students as interviewers and technical help.