**Sample Press Release**

On district letterhead, customize the press release to send to local media for School Board Recognition Month. Add information about special ceremonies or events you are planning for your board members. Include photos of your board members if available. After your release appears in your local newspaper, send a copy of the article to Kaitie Stout, Communications and Marketing Assistant, at kaitied@ossba.org. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FOR IMMEDIATE RELEASE**

FOR MORE INFORMATION:     [District Contact]
 [Phone Number] I [Email]

**School Board Leaders Recognized in January**

*[District] family thankful for hard work, dedication*

Dedicated to public education, school board members across the state are committed to providing every opportunity possible to students in their community. January is School Board Recognition Month, providing local schools and communities the chance to honor Oklahoma’s more than 2,700 elected school board members for their dedication and service.

[District] currently has [number] of school board members: [insert names of school board members and years of service].

“Our school board members not only share their time but their vision and voice to shape the direction of public education in Oklahoma,” [Title] [Name] said. “We are proud of our school board members and the dedication they have to making our district the best it can be. School Board Recognition Month is the time to say thank you and celebrate the accomplishments of our elected board members.”

In [District], school board members develop policies and must make tough decisions on complex educational and social issues impacting the entire community. They bear the responsibility of managing an annual budget of $[amount] for [number] of students, [number] employees and [number] buildings.

“During School Board Recognition Month, we hope you will join us as we take the opportunity to acknowledge our local board of education,” [last name] said. “Throughout January we will be holding events to recognize [insert names of board members] and their dedication to [District].”

[Insert paragraph listing events and ways you will recognize board members in your district throughout January. See OSSBA’s Activities and Tips Sheet for examples of School Board Recognition Month events.]

The men and women serving [district] and their years of service are [list of school board members and years of service].

For more information, visit [district’s website] or contact [Name] [Title] at [contact information].