



## **Writing letters to the State Board of Education**

Effective letters are those which are individually written or typed rather than a form letter you simply sign.

- Be sure to mention your full name and position in the public schools.
- Identify the issue you're discussing and/or the code proposal at the beginning of your letter. State your position in your introductory paragraph. Be factual and support your position with information about how this will affect you as an educator and the students in your school.
- Be concise and straightforward. One page is sufficient.
- Offer to provide any additional information the board member might want or need. Provide contact information in case they wish to follow up.
- Remember to THANK the board member for considering your view.
- Proofread carefully!

Letters to State Board members can be sent to them at the State Board office. The members, their counties, and the office address are below.

Arcelio Aponte, President	Middlesex
Mr. Ilan Plawker, Vice President	Bergen
Mark Biedron	Hunterdon
Dr. Ronald Butcher	Gloucester
Claire Chamberlin Eckert	Somerset
Joseph Fisicaro	Burlington
Jack Fornaro	Warren
Edithe Fulton	Ocean
Robert P. Haney	Monmouth
Ernest Lepore	Hudson
Andrew Mulvihill	Sussex
J. Peter Simon	Morris
Dr. Dorothy S. Strickland	Essex

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Riverview Plaza  
PO Box 500  
Trenton, NJ 08625*