



New School

16 Santa Maria Avenue, Redwood City, CA 90000 (650) 555-5555

September 1, 2014

Ms. Samantha Brown, Director of Human Resources
Acme Products
234 Easy Street
Redwood City, CA 90000

Dear Ms. Brown:

My name is Lexie Harrington and I teach grade 5 at New School in Fair Oaks. I am writing to request a donation of \$500 from Acme Products for my grade 5 students to experience the thrill of scientific discovery on a Discovery Voyage with the Marine Science Institute in Redwood City. This is an important part of our class curriculum that my school and I cannot provide for the students. Given reductions in school funding we need help from our community.

The Need: In recent budget cuts we lost our science teacher. Classroom budgets for enrichment activities and resources have been cut to \$200 *per classroom*. My students come from very low income households. Without the resources to adequately teach science we must turn to sources outside the district – for education services and funding– to help bring high quality science education to our students. Studies show that place-based science education, such as the Discovery Voyage with the Marine Science Institute (MSI), enables students of all ability levels to increase performance in science. They are inspired to apply and relate science to real-world situations and build a deep interest in it. That is the education service component; we need your help with the funding.



Program Description: In the Discovery Voyage, my students will learn to observe, classify, measure, identify, hypothesize, and problem-solve during a marine science field trip experience. The *Discovery Voyage* is a 4-hour exploration of the San Francisco Bay on board the Marine Science Institute's 90-foot research vessel on the San Francisco Bay. Students rotate through four stations where they use marine research equipment to:



- Use a trawl net to catch, observe and identify up to 44 different species of fish and learn about their adaptations.
- Gather samples of plankton - drifting microscopic plants and animals that comprise the base of the marine food web – to view and identify on video-microscopes.
- Gather and test samples of bay water for temperature, density, salinity, and a variety of water quality measurements.
- Operate a mud grab to take a benthic (mud) sample to explore for plants and invertebrate animals that live in or on the bottom of the bay.

In 44 years of educating students of all ages, the Marine Science Institute has inspired over one million people to be more conscientious stewards of the environment and encouraged generations of students to envision their futures as scientists. I want my students to be part of that legacy, and with your help they can. Without funding there is no way that we can include the Discovery Voyage in our activities for the coming school year.

Population to be served: 42 students in Grade 5 at New School in Fair Oaks.

Expected Outcomes: In MSI's Discovery Voyage, my students will:

- Experience direct contact with the San Francisco Bay natural environment and live marine animals that live in it;
- Build foundational scientific skills and knowledge aligned with California content standards;
- Experience the thrill of scientific discovery using authentic scientific tools and equipment;
- Foster a sense of their special responsibilities to the natural environment; and
- Increase interest in science, this year and beyond.

The New School Parent-Teacher Association is a tax-exempt organization under IRS Section 501(c)(3) and is authorized to accept donations directed for our class. Donations made out to "New School Parent-Teacher Association" are tax-deductible to the fullest extent of the law, and may be sent to the following address:

Ms. Dorothy Parker
New School Parent-Teacher Association
16 Santa Maria Avenue
Redwood City, CA 94063

I hope you and Acme Products can help us achieve this very important educational goal. We appreciate your consideration of this request.

Sincerely,

Lexie Harrington
Grade 5 Teacher
New School
(650) 555-5555