Month XX, 202X

**Minister of Education**

Executive Branch
228 Legislature Building
10800 - 97 Avenue
Edmonton, AB, T5K 2B6

**E-mail:** education.minister@gov.ab.ca

*Delivered by email*

**Re: Construction funding to FSD for Okotoks high school**

Dear Honourable Demetrios Nicolaides,

Thank you to the Ministry of Education, and Province of Alberta, for recognizing the need for more schools. In the 2023 budget, it was announced that planning funding was allocated to Foothills School Division to build a new high school Okotoks. This community is growing rapidly and is a community of greatest need.

While the planning funding is promising, I wish to share with you my story to illustrate the urgency of construction funding for this project. **This is where you make it personal. How has this affected you?**

It is my understanding that… **this is where you list out the facts that stand out to you.**

Given the above, that is why construction funding to the Foothills School Division is paramount in the upcoming 2024 budget.

Thank you for the opportunity to advocate for my child and our school division. I appreciate being able to voice my concerns about how funding for a new high school will greatly impact my child’s learning and grow our community. I would appreciate a follow up response from you regarding your consideration of my story.

Respectfully,

**Your name here**

Cc: MLA
 Foothills School Division