

A Proposal That Works

Read how a writer uses reasons and evidence to guide a school decision.

4.P.EICC.2.e "Consume and produce texts in order to solve problems or influence decisions. (I/C)"

NAME _____

DATE _____

1 READ AND MARK _____ Read it twice

YOUR JOB Circle the writer's main request, underline facts or observations that support it, and number the reasons the change would help. These details show how the writer tries to influence a decision.

A Cooler Recess Spot

- ① Our school could add a small shaded seating area near the playground. At recess, some students sit on the hot sidewalk because the benches fill quickly. A shade sail and two benches would give more students a cool place to read, talk, or rest. The area could be placed beside the fence, where it would not block games or walking paths.
- ② Last month, the student council counted the seats during five recesses. Every seat was taken on four days, and 18 students stood or sat on the ground each time. The council also asked the custodian about care. He said the grounds crew could empty a nearby trash can during its usual rounds. This plan would not require a new daily job.
- ③ Principal Lee, please approve the shaded seating area before spring. The Student Council can use money from its school-improvement fund to buy the shade sail and benches. This change would help students who need a quiet, cooler spot at recess, while keeping the playground open for games. Please let the council present the final price and location at next week's meeting.

2 ANSWER WITH EVIDENCE Use the passage

1 What decision does the writer want Principal Lee to make?

2 What two observations show that more seating is needed?

3 How does the writer answer a possible concern about caring for the new area?

4 Which reason explains how the plan would help students without taking away space for play?

3 YOUR TURN Your own words

Write a three-paragraph note, 55 to 75 words, to a school decision-maker asking for one change. Include a clear request, two reasons, one specific observation or fact, and a sentence that answers a possible concern.

PART 1 • READ AND MARK

Circle the writer's main request, underline facts or observations that support it, and number the reasons the change would help. These details show how the writer tries to influence a decision. Accept any marking that follows this job and points at the right text.

PART 2 • ANSWERS

#	QUESTION	ANSWER
1	What decision does the writer want Principal Lee to make?	Approve a shaded seating area near the playground before spring.
2	What two observations show that more seating is needed?	Seats were taken on four of five recess days, and 18 students stood or sat on the ground each time.
3	How does the writer answer a possible concern about caring for the new area?	The grounds crew could empty a nearby trash can during its usual rounds, so no new daily job is needed.
4	Which reason explains how the plan would help students without taking away space for play?	It would give students a quiet, cooler spot while keeping the playground open for games.

PART 3 • YOUR TURN (SAMPLE ANSWER)

Dear Principal Ortiz, please add a shelf of board games to the library for rainy-day recess. During last Thursday's indoor recess, 12 students in my class finished their work and had no game to choose. Board games would give students a calm activity and help them practice taking turns. Games cost money, but families could donate ones they no longer use. Please consider adding this shelf before the next rainy season.

Accept equivalent wording for the passage questions when the response identifies the request, evidence, reasons, or response to a concern. For Part 3, accept a realistic proposal that meets the word count and includes all required persuasive parts.