A Case for Cover

Study a respectful argument to a school principal.

6.W.1.d "Establish and maintain a consistent style and tone appropriate to the purpose and audience."

NAME _____ DATE _____

1 READ AND MARK

Read it twice

YOUR JOB Underline three phrases that show respect for the principal's decisions. Circle two words that make the writer's claims sound measured rather than certain.

A Covered Rack for Our School

1 Dear Principal Lee, our school should add a covered bike rack near the front entrance. On rainy mornings, students who ride to school often leave wet bikes at the uncovered rack. A simple roof would help keep seats dry and make riding a more practical choice in changing weather. I know school funds must be used carefully, so I am asking you to consider this idea when planning future improvements. Students could still use the current rack while the school explores the cost of adding a cover.

2 A cover could also help students arrive ready for class. If a bike seat is soaked, a rider may need to wipe it down before heading inside. A dry place to park would remove that small problem. Some students may worry that a roof would block the walkway. The cover could be placed over the rack without extending into the walking path. Before making a decision, the school could ask the maintenance staff to check the space and suggest a safe design.

3 I hope you will consider a covered rack as one possible project for next year. To learn whether students would use it, the school could ask riders how often rain affects their trip. That information would help you decide whether the cover is worth the expense. Even a modest improvement could make biking to school easier on wet days. Thank you for listening to a student suggestion and for considering the needs of students who travel to school in different ways.

2 ANSWER WITH EVIDENCE

Use the passage

1. Who is the writer's audience? How does “I am asking you to consider this idea” fit that audience?

2. Which sentence in paragraph 2 raises a concern without dismissing it? How does that choice affect the tone?

3. How do the words “may” and “could” in paragraph 2 shape the writer's claims and tone?

4. How does the final paragraph keep the same respectful tone as the first? Use one phrase from each paragraph.

3 YOUR TURN

Your own words

Write a five- or six-sentence note to your school librarian arguing for a weekly display of books recommended by students. Keep a respectful tone, give a reason, address one possible concern, and end with a polite request.

ANSWER KEY

A Case for Cover

GRADE 6 · 6.W.1.d

PART 1 · READ AND MARK

Underline three phrases that show respect for the principal's decisions. Circle two words that make the writer's claims sound measured rather than certain. Accept any marking that follows this job and points at the right text.

PART 2 · ANSWERS

#	QUESTION	ANSWER
1	Who is the writer's audience? How does "I am asking you to consider this idea" fit that audience?	**The audience is Principal Lee. The phrase respectfully leaves the decision to the principal.**
2	Which sentence in paragraph 2 raises a concern without dismissing it? How does that choice affect the tone?	**"Some students may worry that a roof would block the walkway." It treats the concern as reasonable rather than foolish.**
3	How do the words "may" and "could" in paragraph 2 shape the writer's claims and tone?	**They present possibilities instead of guarantees, keeping the argument careful and reasonable.**
4	How does the final paragraph keep the same respectful tone as the first? Use one phrase from each paragraph.	**"I know school funds must be used carefully" respects the principal's responsibilities, while "Thank you for listening to a student suggestion" expresses appreciation.**

PART 3 · YOUR TURN (SAMPLE ANSWER)

Dear Librarian, I would like to suggest a weekly display of books recommended by students. Seeing classmates' choices could help readers find titles they might otherwise miss. I understand that changing the display every week would take time. A small shelf with three new picks each Friday might keep the work manageable. Would you consider trying the display for one month to see how students respond?

Accept other passage phrases that show respect or measured claims when students explain their choices. For the note, look for a consistent, respectful tone as well as all four requested elements.