<<Date>>

Dear <<Manager or Supervisor>>

The BMEsTalk Leadership Lab Series will be held on September 22, October 6, October 20 and November 3, 2021. Each workshop will be 2-hours length, beginning at 5pm ET and ending at 7pm ET. This is a virtual series that will be conducted via Zoom.

I would like to attend this highly regarded professional development series because it would give me the opportunity to gain substantial knowledge that is directly related to my work, and it would be a solid investment in the success, academic growth, and equitable outcomes of our students.

The BMEsTalk Leadership Lab Series is designed to improve the effectiveness of in-service, pre-service educators and professionals. The BMEsTalk Leadership Lab is an environment that supports, builds capacity, develops networks and encourages retention and leadership of Black male educators in schools.

Across of series of four (4) virtual experiential workshops, I will learn, examine, and discover:

* Protocols that foster equity-centered teaching and leadership
* Social and emotional learning (SEL) for adults
* Strategies for self care and wellness

The BMEsTalk Leadership Lab will be led by Black male educators who are on the front line in the field of education combating a host of challenges. They will provide great insight into promising practices for maximizing self care, exploring identity, and navigating individual and organizational dynamics that impede the development of Black men in education.

I will walk away with:

* A digital resource guide with equity-centered learning activities and tips for self care
* A digital community of Black men in education that can provide ongoing mentorship
* A Certificate of Attendance for attending all 4 workshops

The cost to attend the four (4) workshops is $400 per person. Additional details of this engagement is available at <https://bmestalk.com/leadership-development>. Also, follow the twitter stream ([@BMEsTalk](https://twitter.com/bmestalk)) to keep up with the buzz on our event.

Attending the BMEsTalk Leadership Lab will give me the opportunity to incorporate into my practice at <**Insert your school name**> a plan of action that will allow me to be more effective in my service as <**Insert your role**> while contributing to our advancement as an institution of high-performance. It is an investment that will bear fruit for me, my colleagues, our students, and you.

Thank you in advance for considering this request.

Regards,

<**Your Full Name**>