Dear School Administrator,

Sierra Vista Child & Family Services, in collaboration with Merced County Office of Education, is excited to inform you of our iMatter program, a social skills training program for the students of Merced County. This program consists of trained and experienced staff who will be leading small groups of up to 10 students at your site. The staff will utilize the Second Step curriculum in addition to other materials, to promote overall social competence throughout school and daily routines. Groups will be approximately 30 minutes to 45 minutes long for 8 sessions at your site. Please select students you feel may benefit from enhancing social skills such as: building self-esteem, conflict management, aggression prevention/intervention, peer relationships, violence prevention and bullying awareness/prevention. The referral form, parent/guardian consent form, and social skills checklist are attached.

PEI iMatter referral process:

1. School administrator (or designee) will make a list of students who would benefit from the iMatter program. *minimum of 3 students per grade level*
2. School administrator (or designee) will contact iMatter facilitator when list of students is complete at 209-205-1058.
3. After contact with iMatter facilitator, school administrator (or designee) can send out permission slips and complete the referral form and pre social skills checklist.
   3a. This is to ensure permission slips go out after a start date is confirmed.
4. An appointment will be scheduled to review all forms and discuss set up of groups and all other logistical matters (location of group on site, times of groups etc.).
   Facilitator will collect all forms in person at the appointment.

We thank you in advance and appreciate your support in our program. We look forward to working with your staff and students.

Sincerely,

Sierra Vista Child & Family Services
642 W. Main St.
Merced, CA 95340
Office: (209) 205-1058

In collaboration with
Merced County Office of Education