

eliminating racism  
empowering women  
ywca

January 02, 2007

**Dear John Muir Middle School Homeroom Teachers,**

The YWCA of Greater Los Angeles L.A. Bridges Program would like to take this opportunity to formally introduce our program to you and your class. Attached to this letter, please find a copy of our flyer and a referral form. We would like to speak to your students in person to inform them and their families about after school program options. Our case managers Sharinna Johnson and Travon Young are available and ready to present any desired information regarding our program at the most convenient time for your homeroom class. Please complete the attachment below and identify for us the best day and time we could bring this information directly to you. If you have any further questions regarding our program, please feel free to contact us by phone at (323) 753-4994 or simply by placing a referral or the attached message in our mailbox (**a black L.A. Bridges labeled file holder which can be found above your mailboxes**) in the school's main office.

**Thank you!**

(Please detach here)

**Yes, I am interested in you coming to my class**

The best day to come would be on \_\_\_\_\_ at \_\_\_\_\_  
or

**No, I am not interested in you coming to my class at this time.**

**\*Teachers Name** \_\_\_\_\_ **\*Homeroom Number** \_\_\_\_\_

*\*Please include your name and room number in order for us to respond promptly to your request.*