



## DR. CHARLES R. DREW ELEMENTARY SCHOOL

3500 South 23<sup>rd</sup> Street Arlington, Virginia 22206 (703) 228-5825 (703) 979-0892 (Fax)

*Kimberley Graves, Principal*

*Tracy Gaither, Assistant Principal*

November 15, 2019

To Whom it May Concern:

Are you interested in sharing in the holiday season by helping us stock the Holiday Snowflake Shop for Dr. Charles R. Drew Elementary?

This holiday season, we are offering our families who are in greatest need the chance to select gifts (at no cost) for their children at our Holiday Snowflake Shop. We are looking for new toys, books and clothing for children in Pre-Kindergarten up through 5th grade. A list of examples is available for your review below.

- Clothing sized 3T to 14/16
- Books (English and Spanish)
- Legos
- Board Games
- Crafts & Activity Kits
- Squishy toys and stuffed animals
- Sports items
- Grocery Store Gift Cards (\$25)

If you are unable to donate items, we will gladly accept monetary donations or gift cards. If you have any questions or concerns about this request, please contact our School Counselor, Kacee Grogan at [kacee.grogan@apsva.us](mailto:kacee.grogan@apsva.us) or at (703) 228-5825. For purposes of documenting charitable donations, please contact us directly to obtain our EIN.

We are asking for all donations to be submitted no later than noon on December 19<sup>th</sup>.

Thank you for considering this request!

Sincerely,

Kimberley Graves  
Principal