Dear Mr. Dooley and Members of the Board:

This letter is to request my maternity leave. I plan to work up to my estimated date of delivery 11/4/10, unless otherwise directed by my physician. My anticipated date of return is 1/3/10. Please contact me with any questions or concerns. Thank you for your time.

Sincerely,

Alicia Lahr

5th Grade Teacher

Becker Intermediate