

## Parent-Teacher Conference Request Form

*Conferences take place in the Cafeteria. They are 4 minutes with each teacher.*

- 1) CHECK CHOICE:  **Tues Oct. 20, (3:30—6:30 PM)**      OR     **Thurs. Oct. 22, (5:30—8:30 PM)**

On the date you requested, do you prefer an  earlier time or  later time or  no preference?

- 2) **PRINT STUDENT'S FIRST AND LAST NAME BELOW.** Use both columns if you have 2 students at Murray.  
 3) **PRINT THE NAMES OF THE TEACHERS YOU WANT TO SEE.** If you don't know the names of your student's teachers, just write the student's name below and we will look up the teachers' name. DO NOT put down Advisory (homeroom)teacher.

Student 1 \_\_\_\_\_ Student 2 \_\_\_\_\_

Teachers for Student 1	Time <small>School will fill in</small>	Teachers for Student 2	Time <small>School will fill in</small>

### List of Teachers by Department

*Teachers with a date after their name will only be at conferences on the dates and/or the times listed.*

Putnam, Computer	Svenson, Mathematics	Beck, Social Studies / Read 180
Brumbaugh, ESL	Dahlberg, Music	Hughes, Social Studies
Hobble, ESL	Brandner, Phy Ed/Health (Oct.20- 5:15 to 6:30 only; Oct 22- all 3 hours)	Newman, Social Studies
Anderson, English (Only Tuesday, October 20)	Wamsley, Phy Ed/Health	Sandstrom, Social Studies (Only Tuesday, October 20)
Bittner, English	Wolf, Phy Ed	Shornion, Social Studies
Boehm-Turner, English (Only Thursday, October22)	Bofferding, PSD English	Yang, Social Studies
Boyer, English (Only Tuesday, October 20)	Fitzenberger, PSD Phy Ed	Merchant, French
Elliott, English	Girouard, PSD Science	Donch, Spanish
Parke-Reimer, English/ AVID	Menefee, PSD Social Studies	Sparting, Spanish
Schibel, English	Berg, Science	Decker, Spec Ed
Becvar, Mathematics	Chase, Science	Johnson, Spec Ed
Brion, Mathematics	Crowley, Science	Stagle, Spec Ed
Burrows, Mathematics	Dooley, Science	Vomastek, Spec Ed
Husak, Mathematics/ AVID	Dunlap, Science	Weghorst, Spec Ed
Laska, Mathematics	Zambreno, Science (Only Tuesday, October 20)	Thrasher, Support (Oct. 20 3:30-4:30; Oct 22 5:30-6:30)

- 4) Do you need a translator with you at the conferences? Language needed \_\_\_\_\_
- 5) How do you want the school to return the form to you once we've filled in the times? (Choose One)  
 Send home through 6<sup>th</sup> period, if so, fill in *teacher's* name \_\_\_\_\_  
 Or  Mail to (*your name*) \_\_\_\_\_ Street Addr. \_\_\_\_\_ St. Paul, ZIP 55 \_\_\_\_\_  
 Or  Fax to (*your fax number*) \_\_\_\_\_ Attention: (receiver's name) \_\_\_\_\_
- 6) Conference times will be assigned starting October 7<sup>th</sup>. *It is important to get your form in early since scheduling is done on a first-in, first-scheduled basis. All Conference Requests must be returned by Friday Oct. 16<sup>th</sup>.*
- 7) How to return this form: Mail to: Gen Nakanishi, Murray Jr. High, 2200 Buford Av. St. Paul, MN 55108  
 Or, send to school with your student.  
 Or, fax to school at 651-293-8742 Attn: Gen Nakanishi

**Students returning this form to school:**

Put it in the Conference Forms box on the desk in the Entry Hall.

<i>School Only</i> Date Received: _____
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