



## *Mansfield Middle School*

205 Spring Hill Road  
Storrs, CT 06268  
(860) 429-9341

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*Mrs. Eileen Melody, School Counselor*  
*Mrs. Kristina Lee, School Counselor*

November, 2012

Dear Parents and Guardians,

It has been a pleasure getting to know you at open house, the grade 6 Pot Luck, parent conferences, and through phone conversations. We will continue to offer opportunities for dialogue about your child's programs and progress.

Parent conference time in November marks the receipt of your child's first marking period report card. Therefore, the following special conference times have been set aside for those families who wish to discuss their child's progress with their teachers. We encourage those families with whom we have not yet had the opportunity to talk and who have questions to fill out this form immediately to schedule a conference.

**WL, PE and RA teachers**, as well as **individual specialists**, are available for conferences.

### **Grade 6**

will offer parent-teacher-student conferences on:

Monday evening, **November 19 from 5:30 pm until 8:00 pm**

Tuesday afternoon, **November 20 from 1:00 pm until 3:30 pm**

Please complete the attached **Information Sheet**. Your clear responses will enable teachers to prepare for your specific questions, and will make the **15** minute conference productive for all. Your child is invited to join us for the conference if you so wish.

**Please return your conference request form by Wednesday, November 14, 2012.** You will receive an email notification to confirm your appointment time.

Thank you very much for your cooperation. We look forward to working with you and your child to build their confidence as learners.

Sincerely yours,

Mrs. Eileen Melody, School Counselor  
[melodyem@mansfieldct.org](mailto:melodyem@mansfieldct.org)  
860-429-9341, Extension 110

Mrs. Kristina Lee, School Counselor  
[leekm@mansfieldct.org](mailto:leekm@mansfieldct.org)  
860-429-9341, Extension 109

**GRADE 6**  
**INFORMATION SHEET**

**STUDENT'S NAME:** \_\_\_\_\_ **HR** \_\_\_\_\_

\_\_\_ I feel comfortable with the present communication with my child's teachers so I do not need a conference.

\_\_\_ I will email my child's teachers with questions I have.

\_\_\_ I would like to schedule a conference on Monday evening, November 19, 2012.

\_\_\_ I would like to schedule a conference on Tuesday afternoon, November 20, 2012.

\_\_\_ I am also scheduling a conference for another child in Grade \_\_\_.

Please complete the portion below with specific questions for individual teachers.

Teacher: \_\_\_\_\_

Question: \_\_\_\_\_

\_\_\_\_\_

Teacher: \_\_\_\_\_

Question: \_\_\_\_\_

\_\_\_\_\_

Teacher: \_\_\_\_\_

Question: \_\_\_\_\_

\_\_\_\_\_

***Email Addresses of 6<sup>th</sup> Grade Team:***

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***Academic Support:***

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William Vanderrest- [vanderrestwe@mansfieldct.org](mailto:vanderrestwe@mansfieldct.org)

***World Language:***

French- Yalibi D'Addario- [dadderioyn@mansfieldct.org](mailto:dadderioyn@mansfieldct.org)

Latin- Gayle Hightower- [hightowergr@mansfieldct.org](mailto:hightowergr@mansfieldct.org)

German- Lisa Morrill- [morrillLA@mansfieldct.org](mailto:morrillLA@mansfieldct.org)

Spanish- Ana Roman- [romanad@mansfieldct.org](mailto:romanad@mansfieldct.org)

**Parent/Guardian Name (PLEASE PRINT):** \_\_\_\_\_

**Email Address:** \_\_\_\_\_ @ \_\_\_\_\_

**Cell Telephone:** \_\_\_\_\_