

STUDENT INFORMATION REQUEST

Mrs. M. Williams Wiggins

FALL 2017

Dear Parents/Guardians:

Hello! My name is Mrs. Marqita Williams Wiggins, Marketing Teacher at Pasquotank County High School. I am proud to be having your child as a student in one of the following courses: 1st Block – Sports and Entertainment Marketing II, 2nd – Marketing and 3rd Block – Fashion Merchandising, the 1st semester of the 2017-2018 PCHS school year! To ensure that this semester goes well and that the needs of your child are met accordingly, there is some information that I need to know, as well as, information I need you to review with your child. I have attached a copy of the Class Expectations. These forms need to be signed and returned as soon as possible!

If you have any questions or concerns, feel free to contact me at anytime. I am in Room H15, at 252-337-6880 ext. 331. My email address is mtwilliams@ecpps.k12.nc.us. I understand the benefits of positive parent/teacher relationships, especially when there's the common goal of your child succeeding.

Please sign and return the required information as soon as possible for a participation grade. Remember, you can have access to your child's grades and attendance 24/7, by using Parent Portal and obtaining a password from the school. Thank you for your time and consideration!

Sincerely,

Mrs. Marqita Williams Wiggins
PCHS, Marketing Teacher

I am requesting that you provide me with the following contact information so that I can accurately keep you updated on your child's progress. Thank you!

Student's Name: _____ Student's Cell #: _____

Parent(s)/Guardian(s) Name: _____

Address: _____

Home Telephone: _____ Parent's Cell #: _____

Alternative Number: _____ Parent(s) email: _____

Which form of contact do you prefer? (Check one of the following)

- ☐ Telephone, if so which number: _____
- ☐ Email
- ☐ Text, if so which number(s): _____

Parent Signature: _____

If there are any changes made throughout the semester to the contact information above, please contact me of the update. If you have any questions or concerns, please do not hesitate to contact me!