

# Parent Instructions for Parent-Teacher Conferences

This document includes the following:

- I) Teacher listing by grade (pp. 2-3)
- II) Instructions for Using the Website PTCFast.com to set up your conferences (p. 4)

## TEACHER LIST

### If your child is in:

### Make conference appointments with:

- |                   |  |
|-------------------|--|
| • Tenoki          | Betty Epstein  |
| • Nursery         | Jackie Oppenheimer   |
| • PreKindergarten | Liz Collins and Jessie Lefton<br>(conferencing together, make 1 appt.)   |
| • Enrichment      | Diana Katz   |
| • Kindergarten    | Liz Collins and Judy Weintraub<br>(conferencing together, make 1 appt.)  |
| • First Grade     | Roz Hirschhorn   |
| • Second Grade    | Cherie Null, Chanie Winter, Orna Dar   |
| • Third Grade     | Aliza Gertzulin, Racheli Staum, Orna Dar   |
| • Fourth Grade    | Chris Wilkes, Rabbi Morris, Orna Dar   |
| • Fifth Grade     | Rabbi Gastfraind (boys JS), Chanie Winter (girls JS),<br>Rhonda Donaldson, Orna Dar  |
| • Sixth Grade     | Rabbi Morris (boys JS) or Shiffy Landa & Merav Possick<br>& Judy Makovsky (girls JS)<br>Pam Lingua, Kristen Winkelmann, Rabbi Gastfraind<br>(Heb. Lang.) |
| • Seventh Grade   | Rabbi Possick (boys JS) or Shiffy Landa & Merav<br>Possick & Judy Makovsky (girls JS)<br>Pam Lingua, Kristen Winkelman                                   |

- Eighth Grade Rabbi Staum (boys JS) or Shiffy Landa & Merav Possick (girls JS),  
Pam Lingua, Kristen Winkelmann, Merav Possick (Heb. Lang.)

**Also available for conferencing:**

- Head of School Rabbi Avi Greene, Ed.D
- Student Success Coordinator/Learning Specialist Heather Douek
- Elementary Art (1-5)/Middle School Advisory Bonnie Drazen
- Physical Education Bryan Wegener & Amy Worth/Carolyn Ripp
- Computer Debbie Friedman

## **PARENT DIRECTIONS FOR SETTING UP CONFERENCES, ON WEBSITE**

1. Go to [www.ptcfast.com/schools/eha](http://www.ptcfast.com/schools/eha)
2. Choose one of your child's teachers
3. Fill in the information requested
4. Check your email at the address you provided. You will find an email with the subject header "Select Date/Time for Teacher Conference Now".
5. Press the link in the email that says, "[Click here to select conference time.](#)"
6. Select a time to meet with that teacher
7. Click on the link at the top of the page that says "Done choosing appointment time."
8. You may then choose to register the same student for another conference or you may add conferences for additional children.
9. If you choose to register another child you will only be asked for the name of the student. You do NOT need to check your email again.