

SHS PTA STUDENT TELEPHONE DIRECTORY

***** Change Request Form for 2008-2009 *****

The SHS PTA is producing the *Scarsdale High School Student Directory* for the 2008-2009 school year. This directory is intended for informal use, to facilitate communication among students, parents, and staff. The listing for each student includes name, address, parents' first names, telephone number and grade. Although only one telephone number will be listed per residence, we do list information for second households (non-custodial parent information), if so requested (please share this information with non-custodial parents).

FOR NEW STUDENTS AND INCOMING NINTH GRADERS: The PTA receives information directly from the official records of the Board of Education. There is no need to return this form **UNLESS** you wish to change or add to the information the district has on file.

FOR ALL RETURNING STUDENTS: the listing from last year's directory will be repeated unless a change is or has been already requested, or if the district provides us with more current information.

Members of the SHS PTA are entitled to buy an unlimited number of copies (@\$5 per copy). Directories will be sold in the Brewster Road lobby during the Parent-Teacher Conference evenings in the fall, and will subsequently be available for sale in the main office.

REMEMBER: To request **CHANGES, ADDITIONS or DELETIONS ONLY**, you must **SIGN** and return this form **(by regular mail) to:**

Wendy Weinstein
41 Butler Rd.
Scarsdale, NY 10583

Questions? Please eMail (no phone calls please) wendy59@optonline.net

ONLY SIGNED, HARD COPIES OF THIS FORM WILL BE ACCEPTED

Student Name: _____ Current Grade _____

Please **ADD** or **CHANGE** the following information:

Change name of Student to: _____

Change Address to: _____

Change name of Parent or Parents to: _____

Change Telephone number to (only one is listed): _____

Please **DELETE** (DO NOT LIST) the following (*please note - any deletion **MUST** be requested **EACH** year*):

_____ **Entire Listing**

_____ Telephone Number

_____ Parent name or names (Parent signature required)

_____ Address

_____ Second Parent information (Parent Signature Required)

IMPORTANT NOTE: Initial Listing For a 2nd Parent at a **DIFFERENT ADDRESS**

MUST be requested on this form

ADD or **CHANGE** information for second Parent at a Different Address:

2nd Parent Name: _____

2nd Parent Address: _____

2nd Parent Phone: _____

Signature Required: _____ Date: _____

