

Ms. Meghann Murray
Quincy High School
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Quincy, MA 02169
617-376-3355

Dear Parent/Guardian,

I am very excited to have your child in my **Standard Biology** class this year. Unfortunately, there is only a short amount of time to get to know my students, so I would like to ask for your help.

In a million words or less, **please tell me about your child**. You may write anything you wish and there is no length requirement (write as little or as much as you would like). This assignment will count as a **homework grade**, so please help your child get off to a good start!

I want my students to achieve their fullest potential and I look forward to working with you in this endeavor. The best way to get in touch with me is through **email** (meghannmurray@quincypublicschools.com). If you have any questions or concerns, please do not hesitate to contact me.

Looking forward to a great school year!

Regards,

Ms. Meghann Murray
Science Teacher
Room A423
meghannmurray@quincypublicschools.com