



JEFFREY CLARK SCHOOL EAST GREENWICH TOWNSHIP SCHOOL DISTRICT

Jessica Loggia, Principal

Erica Green, Assistant Principal

August 20, 2026

Dear Jeffrey Clark School Families,

Welcome back! I hope your family enjoyed a relaxing and memorable summer. We are excited to begin another wonderful school year at Jeffrey Clark School and look forward to welcoming our students back into the building.

Our staff has been working diligently to prepare classrooms and learning spaces where every child will feel safe, supported, included, and ready to learn. We are eager to partner with you throughout the year as we help our young Hornets learn, grow, and develop a lifelong love of learning.

Important information to help your family prepare for the start of school is included below this letter. Please review these materials carefully, as they contain details about school procedures, schedules, arrival and dismissal, upcoming events, and other beginning-of-the-year expectations.

Throughout the school year, families are encouraged to check the district website and their email regularly for announcements, reminders, and important updates. Consistent communication between home and school is an essential part of a successful school year, and we appreciate your partnership in staying informed.

Please also save the date for Jeffrey Clark School's Back-to-School Night on September 14. Additional information regarding the evening's schedule will be shared with families soon.

We recognize that the beginning of a new school year can bring both excitement and nervousness, especially for our youngest learners. Our staff is committed to making each child's transition as comfortable and positive as possible. Together, we will create a joyful year filled with meaningful learning experiences, new friendships, and many reasons to celebrate.

We cannot wait to welcome our students and families back to Jeffrey Clark School. Thank you for your continued support and partnership. We look forward to a fantastic school year!

Sincerely,

Jessica Loggia
Principal
Jeffrey Clark School



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Summer Save the Dates!

Open House and Medication Drop-Off: All families are invited to attend one of our Medication Drop-Off and Open House events. Our buildings will be open on the dates and times listed below for self-guided tours and medication drop-off. *Students must be accompanied by an adult.*

August 20, 2026: 4:00 pm-5:30 pm

August 25, 2026: 10:30 am-12:00 pm

Beginner Meet & Greet and Bus Ride Beginner students are invited to our Beginner Teacher Meet and Greet on September 4th. Your child will meet his or her teacher and classmates. This time is also ideal for bringing your child's supplies in his or her backpack. Teachers will provide student name tags to wear on the first day of school. Students will meet their homeroom teacher by the bus lanes. They will enter and exit the building with their homeroom teacher during their designated time. This event is for students only. Students will enter the building with their Beginner teacher(s). At the conclusion of the session, your child and one parent will also be able to go on a brief bus ride to familiarize themselves with riding the bus ahead of the school year.

September 2, 2026: 9:45am-10:45am

Preschool Meet & Greet and Bus Ride: Preschool students and their parents are welcome to attend the preschool open house to meet their teacher and walk to his or her classroom. Students will meet their teachers at door 4/ Beyond the Bell entrance. This entrance is where preschool students enter for preschool parent drop-off. This time is also ideal to bring student supplies in his or her backpack. At the conclusion of the session, your child and one parent will also be able to go on a brief bus ride to familiarize themselves with riding the bus ahead of the school year. Homeroom teachers and session times are listed below.



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September 2, 2026:

- 11:00am-12:00pm- Keane, Kilgus, Knight, Price (Bohanon)
- 11:15am-12:15pm- Breslin, DiDonato, LeVine, Morris
- 11:30am-12:30pm- Battersby, Dellerose, Finan, Gavio

Medical Information

- All students enrolling for the first time must provide a current physical report (dated no older than September 1, 2025). [EG school form](#) or also acceptable is the [Child Universal Health Report](#) issued by your physician's office. The district cannot accept a printout of a Visit Summary. Form must be completed and signed or stamped by a physician.
- VACCINATION RECORD: Per N.J.A.C. 8:57-4, each child enrolling in school must present documentation of immunizations or valid medical or religious exemption to vaccines. [Proof of Immunization](#) must be signed, initialed, or stamped by your doctor or a copy of an A45 Card from previous New Jersey school.
- The following immunizations are required by law for all students entering school at age five:
 - 4 DTaP – one dose given on or after 4th birthday or any 5 doses
 - 3 Polio – one dose given on or after 4th birthday or any 4 doses
 - 2 Measles, Mumps, Rubella (MMR)
 - 3 Hepatitis B
 - 1 Varicella Vaccine after 1st birthday or documented proof of the disease from doctor or parent.
- For Preschoolers, age-appropriate immunizations and appropriately spaced are listed below:
 - 3 or 4 DTaP
 - 2 or 3 Polio
 - 1 Measles, Mumps, Rubella (MMR)
 - 1 HIB Vaccine required on or after 12 months
 - 1 Pneumococcal Vaccine required on or after 12 months
 - **Annual Influenza Vaccine required by November 30, 2026.**
- If your child will need medication administered during school hours, please review and find our [medication guidelines here](#).



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- To administer medication in school, a doctor's order will be required on an East Greenwich Twp. school form. Your doctor will not have our school forms. Use this link to print the required [East Greenwich medical dispensing forms and /or Emergency Action Plans](#) before you head to the doctor.
- Please email the school nurse at calhounc@eastgreenwich.k12.nj.us to discuss your child's medical concerns before school starts.

Student Name Tags

Name tags have been prepared for our Jeffrey Clark students displaying your student's name and grade level. We are requesting that families send their students in wearing their name tag on the first day of school to help ensure a smooth arrival. Name tags are available for pick-up beginning August 20th through 12pm on August 27th. All Preschool and Beginner students will be provided their name tag on September 2nd at the Meet & Greet.

School Supply Lists 2026-2027

Please click on the links to find your student's school supply list for the upcoming school year.

Preschool Supply List	Beginner Supply List
Grade 1 Supply List	Grade 2 Supply List

Classroom Teacher Assignments

Homeroom teacher assignments and student schedules will be available in Realtime's Parent Portal on Wednesday, August 26th at 8:30am. Please note the



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district is closed on Friday, August 28th. If you need assistance with your parent portal login, please contact the Jeffrey Clark main office at 856-423-0613. When you login to the portal, you will be asked to confirm your contact information and read some important documents before accessing your student's homeroom information.

Welcome New Staff!

Please welcome to Jeffrey Clark School the following staff members:

- Lynn Kelley, Director of Student Services
- Cailyn Battersby, Preschool Teacher
- Emily Keane, Preschool Teacher
- Jessica Breslin, Preschool Teacher
- Madison LeVine, Preschool Special Education Teacher
- Amanda Hill, Music Teacher
- Grace Blaney, World Cultures Teacher
- Ashley Martin, Preschool Social Worker
- Zaneta Mehl, Preschool Instructional Aide
- Sarah Rieger, Preschool Instructional Aide
- Aubre Farace, Afternoon Part-Time Receptionist
- Kathleen Molly-Cafeteria Cashier
- Apryl Veilleux-Permanent Substitute
- Rheanna Bittle-Permanent Substitute

We congratulate Mrs. Montanez in her new role as Preschool Instructional Aide, Mrs. Lerch in her new role as a second grade teacher, Mrs. Goodstein in her new role as Preschool Instructional Coach, and Ms. Moore in her role as a second grade ICR teacher! We also congratulate Ms. Bohanon, now Mrs. Price, and Ms. Kellar on their weddings that took place over the summer. Lastly, we are excited to welcome back our assistant principal, Mrs. Green, from maternity leave on September 8th.



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First Day of School

We look forward to seeing all of our students for the first day of school on **Thursday, September 3, 2026. The first day of school is an early dismissal day.** Please remember to send your student in with their name tag in order to assist with a smooth arrival on that date. On an early dismissal day, the school day begins at 8:40 am. Students may begin entering the building at 8:25 am and dismissal is at 12:55 pm. Please send a snack in with your child as lunch will not be provided. Friday, September 4, 2026 will be the first full day of school for students.

For the first few weeks of school, Beginner students will gather in the gym or cafeteria where they will be met by school staff to help guide them to their homeroom and better familiarize them with the building and where to go.

School Hours

Regular Preschool Day	8:40 am - 2:40 pm
Regular B-2 School Day	8:40 am - 3:20 pm
Early Dismissal Day	8:40 am - 12:55 pm

Parent Drop-Off

Preschool

- Preschool parent drop-off students enter at the side entrance of the building through the doors labeled door 4 as the “preschool entrance/exit”. They will be met by teachers and aides and will be guided into the building and to their classrooms. Preschool parents are required to park and walk their student to the preschool entrance for parent drop off. Preschool parent parking is designated along the back of the Clark parking lot along the tree line.
- Any students arriving late should report to the main office. Parents should park their vehicles and walk their child to the door in order to sign them in.



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Beginners to Grade 2

- Beginner to second grade students are permitted to enter the building at 8:25am. B-2 student drop-off entry is through the doors labeled door 2 of the Jeffrey Clark building. Parents are permitted to park and walk their child to door 2 and remain with them until they are able to enter the building.
- Preschool parents are asked to park and walk their student up. Students are permitted to enter the building at 8:25am. Parents parking and walking are asked to park in the area designated for preschool along the right side of the parking lot to maximize the safety of our families and students.
- If students are able to unbuckle themselves and exit the vehicle on their own, parents/guardians are permitted to drive through the car lane to drop their child off at the side entrance to enter the building. Students are not permitted to exit their vehicles prior to arriving at the drop off location. Students may not exit their vehicles unless directed by a staff member to do so.
- Any students arriving late should report to the main office. Parents should park their vehicles by the main office and walk their child to the door in order to sign them in.

Transportation

- Bus Passes will be emailed out. There will be no paper copies of bus passes shared. Paper copies are not necessary to be printed on the parent's behalf. Please contact Mrs. Ann Elliott if you have any questions or need assistance with obtaining your child's bus pass.
- The bus route number will be on a sign in a window on the passenger side of the bus (please do not reference the painted number on the bus).
- Preschool - Grade 2 Jeffrey Clark students will receive a color-coded band for their book bag on the first day of school to help staff identify how the student goes home. Bus bands will be inventoried each trimester and a new one will be replaced if missing at that time.
- Please advise that any Pre-K to 2 student will not be permitted to be dropped off if an older sibling, parent or guardian is not present at the bus stop.



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Breakfast/Lunch/Cafeteria Services

Due to an increase in our free and reduced-price meal population, we are now able to offer breakfast to all interested students. Students who qualify for free or reduced-price meals may choose to receive breakfast each morning, while all other students will have the option to purchase breakfast daily. School breakfast will consist of protein (cheese/ yogurt/ boiled egg), grains (cereal bar, bagel, graham crackers, muffin), fruit and milk. The cost of student breakfast is \$2.25.

School lunches consisting of a daily entree, assorted fruit and/or vegetable, 1% milk and/or juice will cost **\$3.60** for students. Bottled water can be purchased separately, \$1 for a 16.9 oz bottle or \$.70 for an 8 oz bottle. Milk can be purchased for \$.60. Snacks are also available each day ranging from \$.80 to \$1.50. Prices are subject to change. For additional information regarding My School Bucks Payment Platform and information regarding free or reduced lunch, please [click here](#).

Please see the information and application below regarding access to free and reduced school meals. More information can also be found on our website by navigating to “Departments”, then “Food Services”.

[Free and Reduced Meals Letter to Parents](#)

[2026-2027 Free and Reduced School Meals Application](#)

[2026-2027 Free and Reduced School Meals Application Directions](#)

Special Areas

Special areas rotation schedules include art, library, music, physical education (2 times weekly), and World Cultures. Homeroom teachers will provide a detailed schedule in September. Please ensure students are wearing appropriate attire (shorts or pants) and footwear on their P.E. days.



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Dismissal Information

- **The Daily Dismissal Form should be completed by Wednesday, September 2, 2026.** The form can be found by [clicking here](#).
- If a child is to be picked up early during a regular school day, a *Change of Dismissal* form should be sent to your child's homeroom teacher.
- Paper copies of the Change of Dismissal Form are available in the main office. It can also be found on the district website under the Parents tab by clicking on "Forms and Documents". It can also be found by [clicking on this link](#).
- If the person picking up the student is someone other than the parent, it is expected that this individual is listed on the Emergency Contact Form.
- If, for some reason, this individual is not on the Emergency Contact Form, his/her name **MUST** be provided on the *Change of Dismissal* form.
- If a note is not sent in and the name is not on the emergency form, the student will not be allowed to leave the building.
- Upon arrival at the school for early dismissals, parents/guardians must fill out the Student Sign Out Sheet on the cart outside the building. Once completed, parents/guardians must ring the day bell. The school will require a photo I.D. upon student pick up. For safety reasons, parents/guardians must remain outside the building when waiting for their student. An office staff member will ensure your child is dismissed to you.
- If changes have to be made during the school day for an early pickup, a phone call must be made to the school's main office no later than 11:00 am on an early dismissal day and no later than 1:00 pm on a regular day by the parent or guardian.
- Early parent pickups should occur no later than 12:00 pm during an early dismissal day and no later than 3:00 pm on a regular day. After this time,



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students will be dismissed at the regular dismissal time. This requirement has been put into place to ensure the safety of all students and that all children are in the right place at the right time.

- If a student is dismissed prior to 12:40, it will be recorded as a “half-day” absence.

Parent Pick-Up Dismissal- BRING YOUR ID

- At the conclusion of the school day, students who participate in parent pick-up will be dismissed to the Clark Library. Staff members will confirm the parent or guardian identity and dismiss students out the door connected to the library.

Non-Transported Dismissal-BRING YOUR ID

- Staff members will confirm the parent or guardian identity and dismiss students out of the building through the first grade hallway doors. Please utilize the sidewalks on the school property and cross the street using the crosswalks when available.

Transported Student Dismissal

- At the conclusion of the school day, students will be dismissed from their classrooms and will be walked by their classroom teachers to the Jeffrey Clark gym. Students will be lined up according to bus numbers and will be walked out by a staff member to their assigned bus.
- Any Clark student that is not met by an adult or older sibling at the bus stop will be returned to the building. The parent or guardian on record will be called to pick up the student.

Beyond the Bell Dismissal

Beyond the Bell students will report to the cafeteria at the end of the day during dismissal.

Preschool Expansion

Our preschool program continues to grow! This year, Jeffrey Clark will house 12 preschool classrooms, 10 of which are supported through New Jersey’s Preschool



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Expansion Aid (PEA) funding. This expansion allows us to welcome more of our youngest learners and support them during such an important stage of their development.

More Outdoor Fun

Our preschool playground is expanding once again! The next phase will include tricycles, a storage shed, and a new riding track. Once the track is installed, fencing will be added around the playground. These enhancements will offer our preschool students even more opportunities for movement, imaginative play, and outdoor learning.

A New Interactive Break Space

Our interactive break-space equipment is on its way and will be installed in Room 167, formerly the music room. This dedicated space will provide students with an engaging environment where they can take purposeful breaks, regulate, and prepare to return to learning.

We are incredibly grateful to our Home and School Association and the members of our community who helped make this space possible through last year's Boosterthon proceeds. Their generosity and support continue to have a meaningful impact on our students.

Summer Work Assignments

Summer work assignments were distributed prior to the end of the school year consisting of choice boards. Students may submit their completed hard-copy complete choice board assignments or the digital scrapbook in order to receive a certificate and a prize for their hard work. Please submit completed assignments by September 11, 2026.



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School Calendar

Please [click here](#) to reference the 2026-2027 East Greenwich Township School calendar. A monthly paper calendar will be sent home with students on the first day of each month. The calendar lists important events and activities at the Jeffrey Clark School. This information can also be found on the district website.

Parent Handbook

Please take a moment to review pertinent information found in our East Greenwich Parent Handbook. A copy of the 2026-2027 Parent Handbook can be accessed via the district website.

September Save the Dates

September 14, 2026- Clark Back to School Night, Early Dismissal Day

- Information about Back to School Night will be sent closer to the scheduled date. Please check your email or the district website for additional information.

September 15, 2026- Early Dismissal Day