



EAST GREENWICH TOWNSHIP SCHOOL DISTRICT

Andrea Evans, Superintendent

Gregory Wilson, Business Administrator

April 14, 2021

Dear Parents and Guardians,

We are beginning to plan for the 2021-2022 school year. One of our most important tasks is creating balanced class lists which reflect individual student needs. Throughout the class list creation process, we consider many factors, such as gender, academic levels and social-emotional needs. The creation of class lists is a thoughtful and lengthy process which includes input from teaching staff, case managers, service providers, nurses and school counselors.

We recognize some parents may be aware of a special circumstance or have a specific concern about their child's placement, and we would like to consider this information as part of the process. If you have a request, please submit it to the school counselor by **Wednesday, May 5th at 3:30pm**. Requests received by the deadline will be considered.

Jeffrey Clark School- Angelina Weston westona@eastgreenwich.k12.nj.us

Samuel Mickle School- Kristen Lombardo lombardok@eastgreenwich.k12.nj.us

Please note that requests do not carry over from year to year because students mature and needs change. Additionally, while we understand that some parents may prefer to request a specific teacher, we are unable to honor these types of requests.

Please be assured many hours will be devoted to developing class lists in order to create positive classroom communities where students will learn and thrive. Should you have any questions about the creation of class lists, please reach out to your child's principal.

Sincerely,

Andrea Evans