

# Jefferson Craig Elementary School

1002 West Main Street  
Vevay, Indiana 47043



Dear Parents/Guardians,

July 29, 2025

Jefferson Craig is excited to start the 2025-26 school year! We cannot wait to see all the smiling faces from students and staff in our building. As principal, I want to let you know some important information for the upcoming school year.

- **Registration**

- Registration for the new school year is LIVE!
- If you have a new student to enroll or your child is returning, just log in to your Skyward account to fill out the forms. You can find the link to register [HERE](#)
- *Even though ALL students receive FREE book fees, breakfast and lunch, IT IS STILL VERY IMPORTANT to fill out the Free and Reduced Lunch paperwork for school/state records.*

- **Walking Child(ren) into the building/classroom**

- We do not allow parents to walk their child(ren) to their classrooms. We understand that many parents like to do this the first day/week of school, but this creates safety concerns. We suggest taking pictures prior to the first day of school during Jump Start and/or Open House.

- **Open House**

- Open House is August 4, from 4-6pm. Please stop in at any time between 4-6pm and tour the school, take a picture, and meet your child(ren) teacher(s).

- **Student Drop-Off/Pick-Up for Beginning/During/End of the School Day**

- We want to encourage parents to use the bus system or carline pick-up and drop-off at the beginning and end of each day. This means we will NOT allow parents to stand or sit in the open office areas to wait on students to be picked up/dismissed. Again, this will help to keep our students, staff, and parents safe.
- At the end of the day, pick-ups will start at 2:40. Students in Kindergarten and any of their siblings (at JC) will be picked up on the east side of the school (Dupraz Street) by the Kindergarten doors. All other pick-ups during dismissal time will be at the cafeteria doors. **See the map for directions [HERE](#).**
- If your child(ren) needs to be picked up during the school day, please park your vehicle and ring the doorbell located by the front entrance and someone will assist you.

- **Book Fees, Breakfast, and Lunch**

- **All students K-12 will receive FREE book fees, breakfast, and lunch this year.** *Parents will be responsible for breakage/damage to chromebooks and if your child would like snacks, he or she will need money in their lunch account.*

- **Food**

- Snacks or any item brought in for parties and birthdays MUST be store bought.

Phone: (812) 427-2170  
Fax: (812) 427-3260

Tony Spoores  
Principal

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- **Volunteers**

- We love having parent volunteers in our building. If you would like to volunteer, you will need a criminal background check and permission to be in the building. This will also allow you to help during classroom parties and other special days.

- **School Supplies**

- MOST school supplies are FREE for students again this year. Make sure to thank the Jeff-Craig PTA and CASA (Court Appointed Special Associates) for their donations. To see a list of any items you may still need to purchase, check out the class supply lists [HERE](#) or on the Jefferson Craig's Facebook page and School website.

- **Attendance**

- It is important to keep your child home if he/she is sick. With that said, we will consider each child's situation on an individual basis. Please make sure you read the attendance policy located in the JC Student Handbook.

- **Jefferson Craig New Faces**

- Staff members that are now a part of the Jefferson Craig family include: 5th grade teacher Amanda Waldon and 6th grade teacher Shellie Spilman.
- There may be a few other new faces added as we continue throughout the year and we will update those as needed.

- **After the Bell Program**

- Both Elementary schools will once again have our after school program for K-6 students. This is a great after school program to help students with homework, STEM, get a snack and have a safe place to stay after school nightly (until 5:30). Check out the registration for EAB [HERE](#). Make sure you turn in the information to the Elementary School where your child will attend. EAB will start on August 11, 2025.

- **Important Links**

- Corporation School Website [HERE](#) (to find the school calendar click "menu")
- Jeff-Craig Student Handbook [HERE](#).

Thanks for helping us prepare for the start of a new school year! Again, we want to do our best to keep everyone safe and healthy. Please reach out to the school if you have any questions or concerns.

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