



Milford Brook School

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Nicole Santora, Ed.D.

Superintendent

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Melissa Tice

Principal

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Dear Parent/Guardian,

The Manalapan-Englishtown Regional School District is proud to continue to be **100% PAPERLESS** this year and to continue to utilize electronic correspondence as much as possible. We are very pleased with both our ability to provide instant information to parents as well as the resulting cost savings.

All of our school correspondence is distributed through BlackBoard, our district's email messaging platform which is also the system used to send district-wide or school-wide phone correspondence (i.e., for snow day calls). Most school notices will be sent to you through this manner via the email provided in the Genesis Parent Portal. It is important that you check this email for important information from the school. If you are not receiving emails, please also check your SPAM folder.

When an email is received from the school, either from me (Melissa Tice) or MBBackpack@mersnj.us, simply read the email and click the attachment contained in the email in order to view the notice.

In addition, the school (www.mersnj.us/mb) and district (www.mersnj.us) website offer an abundance of information. When using a mobile device, always remember to check the "announcement" tab for important recent updates. You may also check for any email notice attachments you may have missed or refer back to a notice for a due date or pick up time by viewing the Backpack icon on the website. You will see a list of our postings and the dates they were added. To access the Backpack, go to www.mersnj.us/mb and follow the link at the top of the page for "Backpack" channel.

Lastly, do not forget to follow the district's Facebook page (Manalapan-Englishtown Regional Schools) for pictures of our school events and learning in action!

If you need assistance or have questions, please do not hesitate to contact the Main Office at (732) 786-2780.

Thank you,

Melissa Tice

Melissa Tice
Principal