



Office of Superintendent

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September 21, 2020

Hello Menasha Parents/Guardians,

Over the past few weeks as we have started our school year, we have closely monitored the numbers of COVID 19 cases in our schools and community, as well as the surrounding area. Despite the efforts we have made to socially distance, wash hands and sanitize, thoroughly clean our buildings each evening, and wear our face coverings, the numbers have continued to rise. At the beginning of September we were averaging three cases per day in the City of Menasha; now we are averaging almost eleven cases per day. Currently, our region of the State has one of the fastest growing number of COVID cases in the country. We are struggling to fill substitute teaching positions as the weeks go by. The contact tracing and quarantining of students and staff have taken a toll on our schools and our local health department, as well as our families who have had to make adjustments suddenly.

After working together with the Menasha Health Department to review the impact on and the safety of our students, staff, and community we have arrived at the difficult decision to switch to all virtual instruction by the end of this week. We need to prioritize keeping everyone safe and the current conditions are not favorable as we approach a potential tipping point in our fight against COVID 19. In fact, one of our local health providers has expressed the following concern, "Unfortunately with our current patterns of activity, our projections would suggest that we will continue to see increases in hospitalization in the region in the days and weeks to come."

Classes and activities will continue through Tuesday of this week. Wednesday is a scheduled Staff Development day and Thursday students will not attend school so teachers can have a preparation day for virtual learning. **Virtual instruction will begin for all students who were in-person or in cohorts A and B on Friday, September 25th.** Nothing will change for those of you who are currently enrolled in virtual programming.

Please watch for communication from your child(ren)'s school and/or elementary teacher regarding class schedules.

We will continue to monitor the numbers and our capacity to mitigate the spread of this virus. We hope to return to our hybrid model before too long; and eventually, get all of our students back to school.

Special Education

The U.S. Department of Education and the Wisconsin Department of Public Instruction have recognized that we may not be able to virtually implement all components of a child's IEP or 504 Plan. Special Education services may be provided through large group instruction or in a small group setting, similar to what would occur in the normal school environment. ***Please work with your child's case manager to ensure that you have a mutual understanding as it relates to the implementation of your child's IEP or 504 plan. IEP teams may choose to reconvene or create addendums to ensure your child's plan is clear to all team members.***

Social/emotional Wellbeing is a Priority

We care about the social/emotional wellbeing of our students and staff. There are many resources available on our [district website](#). Counselors, Social Workers, and Psychologists are available to support your student or family during this closure. You may contact them via email or phone. High school students can use the student check in form on the website. All other school contact information can be found on the individual school websites. Many students have the option to continue with their therapists virtually. If you have a student struggling with mental health, please contact your school counselor. School nurses are available via email and phone to confer about student needs.

Technology Support

Here are resources for MJSD Students and Parents to obtain technology support with Chromebooks and at home learning. These options are listed in order by estimated response time.

1. Email your teacher. Explain the issue and they may be able to help with curriculum based technology questions.
2. Call **920-967-1426**. Call this number if you do not have any other means of contacting us for technical support. You will go into a voicemail and we will respond as quickly as we can in the order the call was received. Make sure to leave the student's name and a phone number to return a call.

3. Email COVID19HelpDesk@mjsd.k12.wi.us if you cannot access the form in option 2. This email account will be monitored by the MJSB Technology staff throughout the day. We will try to get back to you as quickly as possible.

In virtual group settings, others (e.g., the parents of other students) may have access to your child's image and work product. All student information is confidential; the group sessions shall not be recorded or shared with others outside of the classroom. We expect families to respect the privacy of other students participating in the classroom.

The use of any educational instruction, including through a virtual mode, is not a pupil record under the state and federal laws. Just as with any classrooms, periodically there may be other adults or students present for a variety of reasons. This is to inform you that while the school district has reasonable assurances related to the security of the virtual platform for instructional delivery, it cannot guarantee the security of all telephonic or virtual communications utilized in the educational services delivery. If you have a concern with the proposed method of delivering services, please contact Marci Thiry, Director of Special Services at 920/967-1429, to address your concerns and/or explore other alternative educational service options. If we do not hear otherwise from you, we will proceed with the provision of services as explained in this letter.

Food Service

Meal service during closure will look as follows:

- These meals will be free of charge due to the USDA waiver that was approved in early September.
- Breakfast, lunch and dinner will be offered for daily pick up.
- Daily meals will be available for curbside pick. Menus can be located on Nutrislice.
- <https://mjsd.nutrislice.com>
- It is not necessary to pre-order meals for daily pick up
- Students that are already enrolled as *100% Virtual Learners* will continue to pre-order meals using Nutrislice and will pick up for 5 days of meals or for scheduled number of school days
- Meal distribution sites and times are as follows:
 - **Clovis Grove Elementary Site** Front Door Daily 11:45 am – 1:15 pm
 - 100% Virtual Learner pick up – Thursdays 4:45 pm - 6:15 pm
 - **Maplewood Middle School Site** Door 3 Daily 11:45 am – 1:15 pm
 - **Menasha High School Site** Door 11 Daily 11:45 am – 1:15 pm
 - Hot meal pick up and any 100% virtual learner pick up combined
 - **Calumet Truck Route** Daily 11:00 am-12:30 pm
 - Includes apartment complexes off of Calumet Street and Schindler

Curbside meals will be offered until school is back in session. If you have any questions or concerns, please contact the Chartwells School Dining Service Office at 920-967-1963.

“We must remember our fight against COVID-19 is a marathon, not a sprint. We must side step any fatigue we may be feeling and remain vigilant in safe behaviors. They can make a difference in our COVID reality. As we continue into the new school year, please do your part to take all necessary precautions by wearing a mask, remaining six feet away from others, washing your hands thoroughly, and avoiding gatherings of 50 or more people, even if they are outside. And please influence whoever you can around you to do the same.” - Dr. Andrabi

What can you do?

#1: Stay home as much as possible and especially if you are sick or are waiting for your COVID-19 test results.

#2: Avoid groups and gatherings.

#3: Stay at least 6 feet away from other people when you leave your home.

#4: Wear a mask or face covering when in public.

#5: Wash your hands regularly for at least 20 seconds.

Learn more: <https://www.dhs.wisconsin.gov/covid-19/protect.htm>

City of Menasha COVID-19 website:

<https://www.cityofmenasha-wi.gov/departments/health/covid-19.php>

Thank you for your patience. We continue to receive updated guidance as the situation evolves. Please be sure to take care of yourself and your families.

Sincerely;

Chris L. VanderHeyden

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Superintendent