



SCHOOL DISTRICT OF AUBURNDALE

10564 School Ave. • P.O. Box 139 • Auburndale, WI 54412
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March 12, 2020

Dear Auburndale Parents and Guardians:

We are aware of the fact that there are now six (6) confirmed cases of Coronavirus (COVID-19) in Wisconsin and likely more to come; none of the current cases are located in central Wisconsin at this time. Nonetheless, I felt it appropriate to provide an update regarding our planning. We continue to work closely with the local Health Department to monitor this situation and share information in a proactive fashion to enhance preparedness. The administration is meeting regularly on this topic, teachers have been informed to be vigilant in preventative practices, and maintenance staff is working hard to provide deep cleaning in both buildings, including a team coming in tomorrow to clean all regularly used surfaces. We have updated our pandemic plan and are currently in the process of finalizing details associated with the plan including providing for off-site educational options, food service options, and other miscellaneous planning should a prolonged school closure become necessary in the future.

If a school closure becomes necessary and it is longer than a few days (as directed by the Health Department), we intend to distribute necessary curricular materials to students and families digitally where possible. The administration is already working on how this will work for our district and the best interest of our students. Many teachers will utilize an online Google Classroom or other online formats for continued instruction.

We recognize that this approach may not work for every student and every family due to connectivity issues, special needs, and other circumstances; as a result, we ask that parents reach out to their child(ren)'s school(s) to develop plans to meet your needs if accessing information and resources digitally is an issue. Options include sending materials by U.S. mail, identifying a location to drop off materials, etc. School personnel may reach out to specific families to discuss options if we are aware of unique circumstances.

Please also be aware that if schools are closed, there will be NO after school activities – this includes both academic and athletic co-curricular. The district buildings would likely be closed (per Health Department) to all community use. Administrators and teachers will be best reached by email, which is available on our website.

The approach described above will ONLY be used IF it becomes necessary to close schools for an extended period of time (*e.g. more than 2 or 3 consecutive days*). Again, specific details on how you and your child(ren) can access educational materials will be communicated by each specific school when/if it becomes necessary. In addition, there may be students and families with certain needs and circumstances not identified here; in those cases, we ask that you reach out to your child(ren)'s school to plan as proactively as possible to ensure that educational needs are met.

One way you can help keep the lines of communication open is to ensure your contact information is up-to-date, including phone numbers, e-mail addresses, etc. in the Infinite Campus system. Contact your school's office if you need assistance in updating any information. We recommend that you give some thought and planning for any potential childcare needs you might have should school closures become necessary.

Finally, a reminder that the CDC recommends "everyday preventative actions" to stop the spread of COVID-19:

- Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, use an alcohol-based hand sanitizer.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Avoid close contact with people who are sick.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces.

Additional details will be provided as they become available. While this approach (if necessary) is less than ideal, it should provide for continuity of educational programming, thereby allowing the District to NOT have to make up missed days due to extended school closures should they become necessary in the future.

Please contact me at 715-652-2117 or at jdelikowski@aubschools.com if you have any questions. Also feel free to contact your building principal, Elementary - Mr. Andy Scharenbroch (ascharenbroch@aubschools.com, 715-652-2812) or at the Middle/High School - Mr. Steven Van Wyhe (svanwyhe@aubschools.com, 715-652-2115).

Sincerely,

Mr. James Delikowski
District Administrator
School District of Auburndale