



Superintendent's Office

Craig G. Broeren, Superintendent
510 Peach Street
Wisconsin Rapids, WI 54494
715-424-6701

March 10, 2020

Dear Parents and Guardians:

We are aware of the fact that there are now three (3) 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 another 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. 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. Details on how the materials will be accessed will be provided to students and families by the specific school their child(ren) attend. For example, Lincoln High will utilize "Canvas" as the primary method for uploading and disseminating school work, and Wisc. Rapids Area Middle School will utilize "Google Classroom"; however, our elementary schools do not utilize Canvas or Google Classroom extensively. Therefore, individual elementary schools and 4K sites will directly communicate details with parents and students about how they can go about gaining access to their educational materials.

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, scheduling one-on-one or very small group meetings (if acceptable to public health), 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-curriculars.

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 Skyward Family Access 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 extended school closures should they become necessary in the future.

Please feel free to contact me at 715-424-6701 or by email at craig.broeren@wrps.net with any questions.

Sincerely,

Craig G. Broeren
Superintendent