



**Office of Superintendent**

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March 12, 2020

Dear Parents/Guardians,

Governor Tony Evers has declared a public emergency for the state of Wisconsin; however, Wisconsin health officials are not recommending closing schools at this time. School closures can have significant negative impacts on our community. If a school has a student or staff member who has been in contact with COVID-19, we will work with the Menasha Health Department to determine the best course of action.

The health and safety of our staff and students is always our top priority and we remind everyone to keep children home who may be feeling sick. If you believe you need to be tested for COVID-19, please call ahead to your medical facility to make sure they can perform the test and contact the Menasha Health Department (920)967-3520.

The Menasha Joint School District has developed a plan to provide instruction for students in the event of a school closure. Communication regarding that plan will be delivered via campus messenger and the parent portal. Please make sure your portal is up to date. If you are not aware of your login and password, contact Mary Francis at 920-967-1408 or email her at [francismk@mjsd.k12.wi.us](mailto:francismk@mjsd.k12.wi.us)

Again, the dynamics of this situation are changing rapidly and we are monitoring it closely. We urge you to remain calm. We will continue to follow the guidance of the Centers for Disease Control (CDC), the Wisconsin Department of Health Services and the City of Menasha Health Department. The District continues to take steps to ensure the safety of all students, staff, and visitors in our buildings. Please check your email and district website and/or social media for any additional updates.

Sincerely,

Chris L. VanderHeyden

Chris L. VanderHeyden  
Superintendent