



MONROE COUNTY
COMMUNITY SCHOOL CORPORATION
ENGAGE. EMPOWER. EDUCATE.

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March 2, 2020

Monroe County Community School Corporation Families,

Please know that the safety and security of every student and staff member is our top priority. We are in close contact with the Monroe County Health Department and Indiana Department of Education that provide our direction on the coronavirus (COVID-19). The Centers for Disease Control (CDC) and Department of Education (DOE) remind us of the importance to reinforce good hygiene practices by our students and staff. Please find the links to the [Indiana Department of Education](#) and [Centers for Disease Control](#).

As a reminder, the Department of Education and Centers for Disease Control suggest;

- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, you can use an alcohol-based hand sanitizer that contains at least 60% alcohol.
- Avoid touching your eyes, nose, and mouth.
- Avoid close contact with those 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 using a regular household cleaning spray or wipe.

Please note the following;

- We will continue the deep and safe cleaning practices in the classrooms, facilities and busses.
- At the Elementary level there is a continued emphasis on washing hands with the “SNAP” handwashing program. Please find the link [here](#).
- We will work with students who have been traveling with their families. We will follow the guidance of physicians, Monroe County Health Department and Department of Education to determine a course of action.
- We will follow guidance provided by the Monroe County Health Department and Indiana Department of Education which may include closing a facility/facilities.
- In preparation for a possible closing, we will be working with families that have students with medication in the schools to plan for return of the medication.
- We are working with the USDA on the possibility of providing food options to students if we have an extended closure.
- We are working with school groups that have planned international travel.
- MCCSC has developed a plan to continue our learning program for students. In the event that we need to implement this plan, specific information will be forwarded by the principals and teachers of your child’s/children’s schools.



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**MCCSC Contingency Learning Plan
(For an Extended School Closure)**

In the event that MCCSC experiences an extended school closure due to the Department of Education and Monroe County Health Department guidance, our educators will deliver instruction through a variety of formats depending upon the student's grade.

K-2: Classroom teachers will send home learning activity packets with teacher developed lessons. Depending on the length of the school closure, these learning packets will be replenished via electronic delivery and on-site print pick-up if necessary. Parents who wish to have their student bring their school issued iPad home to electronically complete lessons via Canvas may opt to do so by notifying their child's teacher by Monday, March 9th (in the event of an unexpected extended school closing).

3-6: Classroom teachers will deliver instruction and lessons through the MCCSC Learning Management System, Canvas. All students in Grades 3-6 can access learning materials by logging into their Canvas account. Teachers will be available during regular school hours to answer questions and interact with students via Canvas' embedded message functions.

7-12: Students will receive teacher led instruction for all scheduled classes via Canvas. Teachers will be available during regular course scheduled hours to answer questions and interact with students via Canvas' embedded message functions.

Students with disabilities will be provided specialized supports through learning packets, Canvas activities and their Unique Learning Systems (ULS). In addition, students whose home language is other than English will be provided translated learning materials, as appropriate.

In preparation for this possibility, we will be sending all student devices home for students in Grades 3-6 on Wednesday, March 4. The purpose for sending devices home will serve as a practice on student device care, maintenance and home connectivity. Please ensure your child returns their device to school the following day, Thursday, March 5.

We appreciate your support in our continued efforts to keep students and staff safe and secure.

Professionally yours,

Dr. Judith DeMuth