

# SCHOOL DISTRICT OF CRANDON

9750 US HIGHWAY 8 W

CRANDON, WI 54520-8499



*To empower and inspire lifelong learners  
in a safe school community*

[www.sdoofcrandon.com](http://www.sdoofcrandon.com)

Larry Palubicki  
District Administrator  
715-478-6200

Heather Ostrowski  
Director of Pupil Services  
715-478-6183

Ryan Ourada  
Director of Curriculum & Instruction/  
District Assessment Coordinator  
715-478-6125

Tina Strong  
Elementary Principal  
715-478-6123

Josh Jaeger  
Middle/High Principal  
715-478-6125

12/23/2020

Dear Parent/Guardian,

Today, December 23, 2020, a positive COVID-19 case was reported at Crandon Elementary School. We are actively working with the Forest County Health Department to quickly identify, notify and quarantine any students or staff who may have come into close contact with these individuals. We will continue to sanitize and thoroughly clean the school as well as enforce social distancing with our staff and students to the best of our abilities.

### **What to Expect**

If your child had close contact with an individual with COVID-19, you will receive a phone call from our school nurse, Jasee Novak, along with a separate letter with special instructions about monitoring symptoms, testing and how to keep others in your home from getting sick. If your child did not have close contact with a person with COVID-19 in our school, you will not receive a letter or phone call. However, everyone in your household should continue to stay home as much as possible, wash their hands frequently, keep 6 feet away from others, wear a mask or cloth face covering in public, watch for symptoms of COVID-19, and seek medical care when sick. If you know your child has an underlying health condition, you may wish to discuss the option of switching to virtual instruction with your health care provider.

Coronavirus (COVID-19) is a virus that is spread even before individuals show symptoms. Thus, it is ever important for everyone to closely watch for symptoms that are outside of their “normal” and stay home if ill. If symptoms occur, please contact your healthcare provider.

### **Prevent Further Spread**

The following guidelines will help to prevent further spread of illness at our school:

- Notify the school if your child is diagnosed with COVID-19.
- Notify the school if your child had contact with someone who you know was diagnosed with COVID-19.
- Keep students home from school if they are sick.
- Encourage good habits: frequent handwashing, covering coughs and sneezes
- Wear a mask when in public if physically able.
- Clean frequently used surfaces such as doorknobs, tables, etc.
- Limit unnecessary travel, events or large gatherings

We all need to continue doing our part to slow the spread and keep our students, staff and community safe. Please contact the Forest County Health Department at 715-478-3371 or our School Nurse, Jasee Novak at 715-478-6150 if you have any questions.

Larry Palubicki  
District Administrator