



**NEWS RELEASE**

Wednesday, March 25, 2020

For Immediate Release

Contact: Patrick Gasper, Public Information Officer, 608-743-5091

**SDJ administrative offices at the ESC closed to the public during “Safer-at-Home” order**

JANESVILLE—Beginning Thursday, March 26, 2020, the School District of Janesville’s administrative offices, the Educational Services Center (ESC), located at 527 South Franklin Street, will be closed to the public and district staff. This action follows the Wisconsin Department of Health Services “Safer at Home” order, and the closure will remain in effect until the order is lifted.

District employees that work from the ESC are allowed to work at their office or work remotely. Anyone that has business matters to conduct with the ESC should attempt to do so electronically (if possible) or can set up an appointment by calling 608-743-5000, or sending an email to [info@janesville.k12.wi.us](mailto:info@janesville.k12.wi.us). These are monitored and assigned to the appropriate ESC department or staff for follow-up.

Families with enrollment questions can contact the student enrollment team at 608-743-5072 or 608-743-5153 or by email: [sdj-nseo@janesville.k12.wi.us](mailto:sdj-nseo@janesville.k12.wi.us).

Resources that may be helpful:

- SDJ Administrative and Human Resources:  
<https://www.janesville.k12.wi.us/departments/human-resources>
- SDJ Business Services:  
<https://www.janesville.k12.wi.us/departments/business-services>
- SDJ Enrollment:  
<https://www.janesville.k12.wi.us/community/student-enrollment>
- SDJ Employee Directory:  
<https://www.janesville.k12.wi.us/about-us/directory>

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